

Internship Opportunity with CAMFED USA Summer 2021

POSITION:	Microfinance Program and Development Intern
LOCATION:	San Francisco (remote)
DESCRIPTION OF HOST ORGANIZATION:	CAMFED is a non-governmental, non-profit organization dedicated to eradicating poverty in Africa through the education of girls and the empowerment of young women. CAMFED programs operate in Zimbabwe, Zambia, Ghana, Tanzania and Malawi. CAMFED USA operates as a communications and fundraising hub and works closely with offices in Africa to support the development and management of grants, as well as the management of CAMFED's partnership with the online lending platform, Kiva.
INTERN'S DUTIES AND RESPONSIBILITIES:	<ul style="list-style-type: none"> • Review profiles for members of CAMFED's alumnae network in Africa seeking loans through CAMFED's partnership with Kiva. Prepare reports on trends in loans and young women's businesses supported by Kiva loans. • Support CAMFED USA Development Manager in reviewing and summarizing reports on girls' education, women's empowerment and related topics in Africa to contribute information to proposals and reports; provide support in writing and editing donor reports and proposals; conduct research on potential funding opportunities and partners; join conference calls (via Skype) with CAMFED offices in the UK and in Africa.
MCGILL UNIVERSITY REQUIREMENTS:	<ul style="list-style-type: none"> • Must be a McGill full-time undergraduate or graduate (Masters level) student, returning to their current registered faculty in fall 2021. • Must fulfill all requirements from the McGill Internship Offices Network. For more information download the ION Intern Handbook on this page.
HOST ORGANIZATION'S REQUIREMENTS:	<ul style="list-style-type: none"> • Excellent writing skills in English and great attention to detail; • Familiarity with international development terminology and resources; • Familiarity with internet research techniques and Microsoft Office; • Going into junior or senior year of college; • Enthusiasm for promoting CAMFED's mission.
DATES:	Mid-May to mid-August (with some room for flexibility) 12 weeks
HOURS:	3 to 4 days per week, from 9 am to 5:50 pm (with room for flexibility because the internship is remote)
REMUNERATION:	Successful candidates will receive an award issued by the McGill Internship Offices Network, valued at \$ 3,800 to 5,000 CDN.
HOW TO APPLY:	<p>Students must complete the online application form available on this site: https://www.mcgill.ca/internships/internship-application-form</p> <p>Include the following documents in PDF format:</p> <ul style="list-style-type: none"> • Cover letter, which clearly states goals and interests in serving as an intern. Letter should be addressed 'To whom it may concern' and be no more than one page in length; • An updated curriculum vitae (1-2 pages). • Copy of unofficial transcript. <p>Applicants should use the following file-name format: firstname.lastname_hostorganization (ex.: james.mcgill_camfed.pdf).</p>

	<i>Please note: If you are applying to a second degree at McGill and waiting for a response, you must hold a confirmation of acceptance by the application deadline and send it directly to ion@mcgill.ca</i>
DEADLINE TO APPLY:	February 15, 2021. 12PM (noon) EST.
COSTS:	The intern is responsible for all costs associated with the internship including transportation, accommodations, visas, etc.
TRAVEL ARRANGEMENTS:	The intern is responsible for all costs associated with the internship including transportation, accommodations, etc.
ACCOMMODATION:	Finding suitable lodging during the internship is the responsibility of the intern.

CITIZENSHIP REQUIREMENTS:	<p>Intern must be a Canadian or American citizen.</p> <p>Interns are responsible for informing themselves of what entry requirements are required to visit and work as an intern in the internship host country. These may include a visa, work permit, passport valid for at least 6 months after entry, and proof of certain vaccinations.</p> <p><u>The intern is responsible for acquiring all necessary documents in time for the beginning of their internship.</u></p>
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Please Note:

Only short-listed candidates will be contacted. At that time, you may be asked to come in for an interview.

The Internship Office Network will then transmit the selected applications to the host organization, which will ultimately be responsible for the selection of the candidate(s).

If you feel you have experienced barriers which have had an impact on your academic performance and wish to highlight these to the selection committee, the documents/comments will be taken into consideration