



RECRUITMENT OF A RESOURCE MOBILISATION INTERN

The African Centre for Democracy and Human Rights Studies (ACDHRS) is an independent, non-profit regional human rights NGO established in 1989 and based in Banjul, The Gambia.

The Centre partners with States and Non-State Actors to work towards upholding and promoting Article 25 of the African Charter on Human and Peoples' Rights which calls on State Parties to ***'promote and ensure, through teaching, education and publication, respect of the rights and freedoms contained in the present Charter and to see to it that these freedoms and rights as well as corresponding obligations and duties are understood'***.

The African Centre has observer status with the African Commission on Human and Peoples' Rights, consultative status with the United Nations Economic and Social Council (ECOSOC) and a special status with the Commonwealth Secretariat.

The African Centre seeks a Resource Mobilization/Fundraising Intern for a period of 6-12 months in 2021.

The Intern reports directly to the Executive Director and will work in liaison with other Departments, amongst other issues, on the following:

- a. Developing, implementing, monitoring and review a fundraising strategy, that includes yearly targets for current and future programmes of the ACDHRS;
- b. Assisting in reviewing previous funding sources and renewing or re-establishing relationships;
- c. Conducting research on potential donors/funders to support the work of the ACDHRS;
- d. Developing a database or network of potential donors/funders contact and updating/reviewing as may be necessary;
- e. Preparation of project/funding proposals for submission to funding agencies;

g. Providing guidance to Finance Staff on grant reporting guidelines, proposal writing/fund raising skills amongst others.

i. Any other duties that may be assigned by the Executive Director

Qualifications and key competencies:

- A minimum of a Bachelor Degree in the Social Sciences or its equivalent qualification in Accounting, Banking, Finance, and Management from an internationally recognised Institution;
- Three-year work experience in resource mobilization, proposal writing, finance/management in a rights related organization, preferably in an NGO environment;
- Previous experience in resource mobilization or fundraising role would be an added advantage;
- Ability to work under pressure, meet deadlines, be results-oriented with a high sense of responsibility;
- Strategic thinker, excellent team player with good management and inter-personal skills.
- Ability to communicate in French

Remuneration: Internship positions are NOT remunerated positions. However, a Certificate of Internship will also be issued to the Intern at the end of the period.

Duty Station: In the event the Intern is locally available, the Intern would work at the ACDHRS Office in The Gambia. However, if the Intern is not based in The Gambia, the Intern may be required to work remotely due to the Coronavirus pandemic.

Interested applicants should submit an application (including CV, certificates), no later than Monday, 22nd February, 2021 by email to: admin@acdhrs.org and csec@acdhrs.org

Only successful Applicants will be contacted.