



Volunteer Internship Programme Development

9 months volunteer role, part-time (2.5 days a week) - this may be negotiable and can be agreed between the successful candidate and line manager.

A combination of home-working and 1 day a week in together with the TackleAfrica team in Brighton or London.

Detailed training and induction to be undertaken by post holder

Reporting to HR & Finance Officer

About TackleAfrica:

TackleAfrica delivers HIV and SRHR programming to young people through football coaching. In partnership with African organisations we train coaches, youth leaders and peer educators who work with young people in their communities. Our teaching method, involving interactive experiential football coaching sessions with inbuilt health messaging, allows us to attract young people who may be difficult to access through traditional health programmes, and allows us to teach in way that participants enjoy, remember and understand.

About this role:

Working with TackleAfrica's small UK based team to support the continuous development of the organisation's programmes in Africa, you will support with areas such as partner identification, programme development, the monitoring and evaluation of our work, communications through our website and social media and event support.

1. Communication with African partners:

- Identification of new potential partner organisations in line with TackleAfrica strategic aims
- Supporting new potential partner organisations through the process of registration, scoping, needs assessment and programme design

2. Specific research projects:

- Leading research into areas of interest and potential development for TackleAfrica. These could be thematic research into areas HIV and SRHR, geographic relating to the areas TackleAfrica operates in or new opportunities for generating resources for the organization

3. Monitoring and Evaluation:

- Supporting TackleAfrica's operations teams in the process of monitoring and evaluating the impact of our work through data entry and analysis

4. **Marketing and Communications**

- Supporting TackleAfrica's marketing functions through collection of stories and case studies from the field and supporting the effective use of our website and social media

5. **Events**

- Support the planning, logistics and delivery of a range of TackleAfrica's events from football tournaments to school events to corporate or supporter engagement activities

6. **Administration and Finance**

- Provide support for the organisations Administration and Finance functions as required

7. **Any other reasonable areas of work that will support the development of TackleAfrica**

Key Skills Required

General: Above all you need to be a highly motivated, resourceful, adaptable and self-sufficient individual. The role involves working closely with partner organisations in Africa and the role holder would be expected to be able to represent the charity with key stakeholders – you will need strong communication and diplomatic skills.

Previous experience working or volunteering in Africa or International Development is not essential but would be desirable.

Person Specification

- Highly motivated self-starter – with skills to work successfully on own initiative with limited support and supervision
- Committed and enthusiastic - with knowledge of international development/HIV education an advantage
- Good written and verbal communications skills
- IT skills and internet skills essential
- Outcome focused and well organised

A recent graduate or a current student of International Development, Sport for Development or a relevant field would be ideal.

Terms and Conditions

TackleAfrica will cover travel expenses where applicable and provide a £5 per working day lunch allowance on production of receipts.