



Position: Partnerships and Fundraising Intern

Organization Overview

The Africa Center for Health Systems and Gender Justice is an organization committed to enhancing health systems and advancing gender justice throughout Africa. The center focuses on the social, economic, and cultural factors that contribute to unequal health outcomes for different genders and works to promote gender-responsive healthcare and gender-inclusive policies. We are currently looking for passionate and dedicated interns to join our team in various specialized roles. We are deeply committed to feminism and its core principles. We challenge norms, address systemic injustices, and recognize the intersectionality of gender-based discrimination with other forms of oppression. Inclusivity is a priority for us, ensuring marginalized voices are heard, and our commitment to feminist principles includes advocating for gender equality, acknowledging intersectional experiences, empowering individuals, fostering solidarity, and holding ourselves and others accountable. Our dedication to feminism is dynamic, evolving as we learn from the communities we serve. We are proud to be working towards a world where gender equality is a lived reality for everyone.

Location: Remote

Duration: 6 Months

Key Responsibilities:

- **Partnership Support:** Assist in the management and development of current and potential partnerships.
- **Research and Outreach:** Conduct research on potential partners and support outreach efforts to establish new collaborations.
- **Communication and Coordination:** Facilitate communication between the organization and its partners, including scheduling meetings and coordinating joint activities.





- Documentation and Reporting: Help in the preparation of partnership reports, agreements, and presentations.
- Event Participation: Participate in networking events, conferences, and meetings to represent the organization and build relationships.
- Project Assistance: Contribute to projects and initiatives developed in collaboration with partners.
- Database Management: Maintain a database of current and prospective partners, ensuring information is up-to-date and accurate.

Educational Requirements:

- Currently enrolled in or recently graduated with a degree in Business Administration, Public Relations, Nonprofit Management, or a related field.

Skills and Qualifications:

- Interest in partnership development and stakeholder engagement.
- Strong research and analytical skills.
- Excellent communication and interpersonal abilities.
- Proficiency in Microsoft Office Suite.
- Organizational skills with the ability to manage multiple tasks simultaneously.
- Basic understanding of project management and coordination.

Personal Attributes:

- Proactive and eager to take initiative.
- Professional and diplomatic in communication.
- Strong networking and relationship-building skills.
- Detail-oriented and efficient in task management.

Learning Opportunities:

- Gain practical experience in partnership development and management.
- Develop skills in communication, coordination, and project assistance.
- Work in a dynamic environment with exposure to diverse stakeholders.
- Opportunity to contribute to the growth and impact of the organization.

Application Process:



AFRICA CENTER FOR HEALTH SYSTEMS
AND GENDER JUSTICE



Interested candidates should submit a CV and a cover letter explaining their interest in the internship and how their skills and background make them suitable candidates to vacancies@healthsystemsgenderjustice.org

Application Deadline: 9th February 2024

This internship is unpaid, but the organization will cover necessary work-related expenses.



www.healthsystemsgenderjustice.org



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