

EMERGING PUBLIC LEADERS

Empowering the next generation
of civil service professionals

Call for Applications: EPL Program Intern (Fall 2020)

Location: Washington, DC (Strongly preferred, but open to remote candidates)

Application Deadline: Applications will be reviewed on a rolling basis, so interested candidates are encouraged to apply as soon as possible.

About Emerging Public Leaders

[Emerging Public Leaders \(EPL\)](#) is a social impact startup driving Africa's development by creating a new generation of civil service leaders *committed to transparency and accountability in government*.

EPL helps build the capacity of African governments through an innovative model that selects and places motivated and high-achieving young Africans into two-year civil service fellowships, and empowers them with skills based training, mentorship, and resources to become future public leaders and changemakers.

Position Description

EPL seeks a motivated Program Intern for Fall 2020 to contribute to the EPL team's work in furthering its mission of building the next generation of civil service leaders in Africa. S/he will primarily provide programmatic, operations, and communications support.

This is a part-time, unpaid internship between mid August - early December 2020. The selected intern will work a minimum of two days (sixteen hours) per week.

Responsibilities

Strategy

- Problem-solve around strategic issues and provide input to strategy development
- Support outreach, network-building, and business development efforts

Research + Writing

- Track risks, issues, stakeholders, and potential funders in EPL expansion countries
- Support the development and delivery of structured communications, especially reports, presentations, blog posts

Communications / External Relations

- Work to raise awareness and interest in Emerging Public Leaders by supporting communication efforts including social media, website, and other external communications
- Assist staff with videos, graphics, newsletters, and reports
- Assisting with briefing documents and weekly news clippings

Resource Mobilization

- Research fundraising opportunities
- Assist in grant writing and developing materials for donor meetings

- Conduct routine data entry/review/analysis, keeping project management database current and accurate to maintain quality control

Support for the EPL Team

- Support broader knowledge management and dissemination
- Providing administrative support, when needed (including data entry, schedule coordination and taking and preparing meeting notes)

Desired Qualifications + Qualities

We look for candidates with a demonstrated commitment and passion for Emerging Public Leaders' mission and the social impact space with the following qualifications and skills:

- Full-time undergraduate or graduate with expected graduation in winter 2020 or spring 2021
- International Relations, Political Science, Global Development, African Studies or related disciplines, preferred
- Demonstrated interest in global development, youth empowerment and/or capacity building
- Some experience working in an entrepreneurial environment, preferred
- Strong oral and written communication skills
- Intellectually curious, with high energy and motivation
- Ability to work independently, with minimal supervision, and manage multiple tasks simultaneously
- Team player with a relentless drive to get things done
- Fluency in French will be an advantage

Duration: mid August to early December, with some flexibility around start and end dates

How to Apply: Interested and qualified candidates should submit a cover letter and resume in one PDF document to Mariam Badi at mariam@emergingpublicleaders.org, with "EPL Fall Intern" as the subject line.

Emerging Public Leaders is an equal opportunity employer and considers all applicants on the basis of merit without regard to race, gender, color, national origin, religion, sexual orientation, age, marital status, veteran status or disability.