



Gender Equality & Social Inclusion Intern- Role profile

Location	Abuja	Department	International
Reports to (Job Title)	SPC -Governance	Salary Band	H
Matrix manager (if applicable)	Click here to enter text.	Competency level	1

Role definition

Role purpose

The internship programme in Christian Aid Nigeria is designed to provide on the job training across programme management, people skills, research and data gathering, communications and work ethics. The programme enhances the educational experience of interns through practical and guided hands-on exposure, involvement in Christian Aid Nigeria's development projects, exposure to the working environment of a multilateral organization and a better understanding of Christian Aid Nigeria's goals and activities.

Christian Aid in its various interventions have committed to addressing Gender Equality and Social Inclusion (GESI) as a key aspect of CA's strategy and an approach to achieving its core vision. Gender equality and social inclusion workstream/team is the institutional anchor of CA's work, that provides policy advice and technical support to all of CA's programme and leadership on how to mainstream an inclusive gender culture and promote such gender standards across all areas of their work.

With the support from the Senior Programme Coordinator for Governance, the GESI workstream/Team seeks to hire one intern. The role will support CA Nigeria's Gender and Social Inclusion work, by supporting staff and partners to effectively mainstreaming GESI strategies into project implementation, and support capacity building were necessary.

Key outcomes

Under the direct supervision of the SPC Governance and in collaboration with the and other team members of the program and of the base, the Gender Equality & Social Inclusion Intern will:

- Demonstrate capacity to support CA's focus on the integration of GESI in programme areas.
- Ensure compliance with reporting requirements and guidelines; and contribution made to other team members in the development and implementation of partner and staff capacity development sessions.
- Develop positive relationships with staff and partners through effective communication.
- Create strong linkages between partner work and Christian Aid's commitment to gender equality and social inclusion.
- Strengthen and promote CA's GESI work through learning & knowledge sharing among staff and partners.
- Review or update GESI documents and monitoring tools.
- Strengthen country-level programme compliance to global GESI standards.
- Other tasks/duties as required.

Role agility

Expected travel per annum Up to 20 days

On call/unsocial hours Yes

Surge capacity for emergency responses No

In order to respond to ever changing demands within the environment, Christian Aid operates within an agile framework (both in workforce and operational) that requires from all employees, a high level of responsiveness and adaptiveness to processes and structures making flexibility and a project based working approach the norm. To sustain this system, managers may/will agree further details of specific tasks and duties as part of the performance agreement. Any reasonable duty may be assigned that is consistent with the nature of the job and its level of responsibility, and employees may be required to change the focus of their role from time to time.

Role context

The role will support the operationalization of the gender and social inclusion strategy and faith leaders' engagement strategy. The role works within the International Programmes department and support the wider Programme Funding unit. The role is part of the Nigeria Country Programme team and will be responsible for supporting CA Nigeria's Gender Equality and Social inclusion work in all programme areas as well as strengthening our work with faith and traditional leaders. The role will be based in Abuja, Nigeria.

Role requirements

Relationships

External Relationship with CA's project partners. Represents CA and the programme externally with partners, other NGOs, CS groups, and other agencies. Monitor programmes and projects in line with CA's GESI strategy.

Internal The position is line managed by the Senior Programme Officer, Governance and is strongly linked with the Communications team, finance team, humanitarian programme, governance programme and health programmes. Maintains excellent relationships with other country office staff and with GESI staff from the London Office and other Country Offices.

Decision making

Make decisions to manage community gate keepers effectively, from identification of volunteers and the day-to-day management of community programme teams. Day to day decision to ensure community projects are running effectively and supporting the projects informed by Christian Aid's strategy and strategic focus areas. Make contributions around project proposals, ensuring they are prepared and comply with community expectations.

Analytical skills

- Ability to collect and review gender and social inclusion related data from internal and external research documents at the different levels of project implementation.
- Ability to map relevant stakeholders in gender and social inclusion, social justice, gender-based violence, women and girls' rights and empowerment.

- Ability to develop key gender and social inclusion outcomes for partners and projects.
- Some Monitoring, evaluation, accountability and learning skills are important for this role to ensure that they are critically considering how change is happening for women, girls and marginalised groups in the communities.

Developing self and others

The role has responsibilities for identifying his/her development needs and taking proactive actions to meet those needs, participating, and enrolling for trainings using CA online resources as well as learning from others.

Number of Direct reports
NA

Overall people management responsibility NA

Role related checks

Child protection clearance Standard

Counter terrorism screening Required

Person specification

Applied skills/knowledge and expertise

Essential

- Education qualification: a university degree or equivalent in international development, gender studies, development studies or social science related fields
- Knowledge of developmental issues within the global and national levels
- Relevant experience of similar task and responsibilities, including administration
- Project experience – especially on research and analysis; and financial procedures
- Experience (1 -2years) in implementing gender programmes

Desirable

- Good knowledge of political and religious context especially in Nigeria.
- Understanding of partnership approach to international development.
- Understanding of gender and other forms of exclusion.
- Network and alliance building.

Digital/IT competencies required

Word, Excel, PowerPoint

Intermediate

Web content design & development

N/A

Internet based collaboration tools and video calling

Intermediate

Social Media

N/A



Data Visualisation		Intermediate
DATE CREATED		07/09/2022