



## Development & Communication Internship Job Description

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### Position Overview

We are seeking ambitious overachievers to join our high growth social enterprise at a pivotal moment. As Educate! develops the next generation of socially responsible leaders in Africa, we are looking for passionate individuals to join our Development & Communications team. This is an exciting opportunity to get involved in a fast-paced, quickly growing, innovative organization that is on the forefront of youth empowerment and sustainable development in Africa.

The Development and Communications intern will primarily be focused on building the financial resources of the organization through research in order to develop youth across Uganda to solve the most pressing challenges facing their communities. In this role you will participate in many facets of running a successful non-profit organization, including essential operations to support development and communications. You will have the opportunity to learn from industry leaders, develop new skills, and work with a talented, ambitious group of people towards a common goal.

Our interns are trailblazers, creatively thinking through ideas, projects, and proposals that have the ability to enhance Educate!'s cutting-edge, industry-leading work. Working as an intern with Educate! means being a small, yet vital, piece of an organization that is empowering youth to solve poverty for themselves and their communities.

### About Educate!

[Educate!](#) works to transform education in Africa to teach youth to solve poverty for themselves and their communities.

Educate! provides youth with skills training in leadership, entrepreneurship and workforce readiness along with mentorship to start real businesses at school. Our model is delivered through practically-trained teachers and youth mentors. Educate!'s goal is to make this practical, skills-based model part of national education systems.

In 2017 we're launching in Kenya, working in 120 secondary schools in Rwanda and 450 schools in Uganda (15% of the country) reaching over 25,000 students intensively and 360,000 more broadly. Our model was proven to have massive impact in a randomized controlled trial. Graduates earned DOUBLE the income of a control group and had a 64% increase in business creation. Our graduates change their lives and their communities, [such as Lillian Aero](#) who employs over 100 AIDS-affected women.



In 2012 Educate! partnered with Uganda's government to integrate curriculum and a student business club structure into Uganda's entrepreneurship course nationally, in 2015 we served as a technical advisor to Rwanda on their secondary education reform, and in 2016 we began serving as a technical advisor to Kenya on their national curriculum reform.

Educate!'s team includes 130 staff and over 200 volunteer youth mentors. We have been backed by top foundations such as MasterCard, Big Bang Philanthropy, Mulago, Echoing Green, Ashoka and Global Innovation Fund. Educate! won the [2015 WISE Awards](#), and was featured by [Bill Gates](#), [Forbes 30 under 30](#), Clinton Global Initiative and [The Brookings Institution](#) as one of 14 case studies in their global scaling education learning initiative.

Educate!'s Vision for 2024 is to measurably impact 1 million students, and reach 4 million students, more broadly across Africa each year.

## Performance Objectives

**Development and Communication:** The Development and Communications Intern plays a crucial role in supporting and implementing fundraising strategies to enable Educate! to develop the next generation of socially responsible leaders in Africa.

- Conducting prospect research and identifying new funding opportunities.
- Assisting with conference preparation, identifying and researching a variety of domestic and international organizations.
- Supporting with content creation, including drafting blog and social media posts and other external communications materials.

**Ad Hoc Projects:** Educate! is constantly growing, and while we often cannot anticipate future needs, we need a multi-talented individual who can skillfully field complex projects as they arise.

- Taking ownership of projects and creatively bringing new ideas to the group to enhance Educate!'s systems and processes.
- Conducting strategic research for international growth and expansion.
- Assisting the External Relations team with annual mailings to partners and supporters.
- Brainstorming creative strategies to support Educate!'s brand and online presence materials.

## Qualifications

- A strong belief in Educate!'s mission and approach
- Strong attention to detail and organizing people to support a larger cause
- Self-motivated and take independent initiative on projects
- Personable team player with great social skills
- Reliable, exceptional team player and an extremely effective communicator
- Flexible in the face of frustration and determined to solve challenges
- Strong writer and researcher
- Strong understanding of Google Drive and Microsoft Office Suite (specifically Google Sheets/Excel)
- Experience working with a social change and/or non-profit organization is a plus

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- Fits our Five Cultural Tenets (see What is Educate! About? below)

## Terms

- The position start date is flexible. We ask for a commitment of at least 4 months. This internship requires approximately 10 hours per week, including the flexibility to work remotely and regular in-person work meetings in Denver, CO.
- The Development and Communications Intern will be supervised by Educate!'s Development Assistant, and will work closely with a small team of interns as well as Educate!'s Executive Director and our entrepreneurial teams in Colorado, New York, and Uganda. While this is an unpaid position, interns are exposed to numerous growth opportunities. Educate! considers the internship to be a pipeline position for our Fellowship program in Uganda. Interns gain critical experience supporting a wide variety of tasks in a nurturing start-up environment, preparing them for future careers in the nonprofit and international development sectors.

## Why You Will Brag About Working At Educate!

- We've got the [impact](#).
- Educate! is designed for scale. We quadrupled operations in 2014, going from 54 to more than 200 schools served. We carefully measure our outcomes, and — here's the best part — we are maintaining quality at four times the size.
- We believe in local leadership — 97% of our on the ground staff is African.
- Our model has gone nationwide in Uganda — Educate!'s model is now incorporated into the national curriculum and exams, impacting thousands more students than we can reach directly.
- Educate is a well-oiled learning machine. We built our model by methodically testing hundreds of assumptions and we are constantly experimenting, evaluating, and improving.
- We're honored that luminaries and leaders like Oliver Wonekha, the Ugandan Ambassador to the US, and Ann Veneman, a former Secretary of Agriculture and head of Unicef, believe in us enough to have joined our advisory board.

## Application Process

Intrigued? Please send a resume and a cover letter describing yourself to [katie.skinner@experienceeducate.org](mailto:katie.skinner@experienceeducate.org).

Please include "Position Title – Where you found the position – Your Name" in the subject line. If someone referred you for this position, please include his/her name in the subject as "Referral: Name".

The Application deadline is flexible.

## What Is Educate! About?

**We're ambitious. Are you?** Educate! is growing fast, so new opportunities are opening up and expanding all the time. We're inspired by people with drive, and we love to help them reach their full potential. We expect everyone at Educate! to contribute above and beyond their job

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description, grow their skills, and advance their careers, and we are committed to supporting our staff members on that journey.

1. **We Put Youth First** - The youth we serve come first. Always. In everything. That means we wake up thinking of ways we can serve youth even better and get the highest impact out of every dollar that we spend. It means Educate! doesn't own a single vehicle, because we'd rather take the bus if it means one more student can participate. It means making every decision like the future depends on it — because if we get our way, it does.
2. **We Are Always Learning** - When you work at Educate!, educating *yourself* is part of your job too. We encourage every employee to find the best book on management; share the latest article on graphic design; bring in your favorite college mentor; or meet the researcher pushing the edge of the field. We are always thirsty for knowledge and love to share.
3. **We Only Solve a Problem Once** - We are allergic to band-aids so we love the person who brings the new system to solve the problem for good, even problems we haven't recognized yet.
4. **We Are Flexible** - We thrive on change — we're driving it. We are growing every day, so we have to adapt quickly to meet new challenges, and our team keeps up.
5. **We Exceed Expectations** - We assume we can achieve the impossible because we already have, year after year. We want our staff to create your own challenges, ask the toughest questions, and dream scary big!

Every person at Educate! — from interns to the executive director — is evaluated by how they live up to these five cultural tenets. They are at the core of how we achieve our mission and why we work as well as we do.

Educate is committed to providing an inclusive and welcoming environment for all who interact in our community. In creating this environment, we encourage people from a variety of cultures, backgrounds and life experiences to join our diverse team.