Project Soar Call for Management Interns

**Project Soar Mission:** Empower teenage girls to be leaders of today and tomorrow by providing the opportunity for them to better know their value, voice, body, rights, and path.

We are seeking interns, for 2020, who will support the Project Soar Headquarters staff, serve as a role model to the Project Soar Girls and spread the mission of Project Soar throughout the community. We welcome someone who is passionate about girls’ empowerment and education and committed to the Project Soar mission. An ideal intern is a self starter, creative problem solver and enthusiastic team player.

**Location:** Project Soar Headquarters Douar Laadam, Marrakech, Morocco

**Time Commitment:** 20 hours per week (special events & projects may increase time)

**Reporting:** Will report to the Office Director

**Salary:** This is an unpaid internship.

**Duties can include but are not limited to:**

- Supporting Project Soar Management team with administrative tasks
- Developing various informational documents, one-pagers, and presentations
- Providing social media and newsletter content
- Assisting in planning and execution of all programming and camps
- Participating in weekly check-in meetings along with ad-hoc team meetings
- Assisting with the translation of content including surveys and feedback
- Providing data analysis support for M&E projects
- Maintaining organization of all PS public spaces

**Qualifications**

- Current university student or recent graduate
- Active in supporting girls’ and women’s equality and development
- Solution based thinker, highly skilled problem solver
- Exceptionally confident, with strong leadership skills; pro-active by nature
- Proficient in Word, Excel, Powerpoint, & Photography
- Fluent in English, Moroccan Arabic or French is a plus
- Advanced written skills in English
- Experience working as a facilitator and leader, preferably with girls
- Must have access to a smartphone and laptop
- Must be able to make a three month commitment

*Please send CV and cover letter, including details about your availability and current life in Marrakech, to hr@projectsoar.org*