Title: International Fellow  
Reports to: Chief Program Officer  
Location: Tanzania  
Time Period: 1 year- Contracted Role  

Description:
The International Fellow’s primary responsibility is to act as liaison between W|W IHQ and W|W Tanzania. Furthermore, the fellow should actively support all functions and program initiatives including but not limited to volunteer coordination, team communications, filter distributions, and reporting initiatives. Lastly, the fellow should work in the spirit of interdependence, innovation, and quality growth to ensure W|W meets its strategic objectives while supporting the overall mission of W|W.

W|W’s Mission:
Wine To Water is committed to support life and dignity for all through the power of clean water.

Fellowship Responsibilities (Volunteer Program):
- Lead volunteer trips
- Plan for and host volunteer teams in accordance with Volunteer Program expectations
- Identify areas for improvement for the volunteer experience
- Gather and submit impactful and relevant media content
- Lead evening debriefs with volunteers
- Volunteer Logistics (food, housing, transportation and project)
- Be with or available to volunteers 100% of the time while they are in country
- Be aware of safety and security precautions
- Complete Post trip Evaluations
- Coordinate with an extra facilitator when field coordinator can not be with groups

Fellowship Responsibilities (W|W DR Programs):
- Support International Program work
- Support Field Coordinator on community development workflow including:
  - Support with regards to volunteers and community distributions
  - Video and photo production

Fellowship Responsibilities (Other):
- Serve as a support liaison for communications and fund development
  - Communications as it relates to media content gathering and field notes
  - Fund development as it relates to donor proposals and reporting

Job Requirements:
- Strong interpersonal skills
• Excellent writing, editing, presentation, and communication skills, proficient in Google Drive
• Positive attitude, detail oriented, and organized

Housing:
• The fellow will stay on factory property while volunteer teams are present
• Housing may vary depending on the country serving in.

PHYSICAL REQUIREMENTS
Environment: Office and field environment; travel from United States to site in Tanzania area while adhering to W|W US safety requirements.

• Travel: Ability to travel to both national and international locations on behalf of W|W

• Physical: Sufficient physical ability to work in an office setting and operate office equipment; the employee is regularly required to bend, stoop, kneel, and at times may be required to lift 50+ pounds and can be exposed to indoor, outdoor temperatures and various living situations. Must be able to operate motorized vehicles with a valid license.