



The SID Internship Programme **|Positions: 2 | Duration: 6months | Start date: July 2017|**

Are you a recent graduate, passionate about contributing to the realisation of key promises of the Kenyan constitution?

We may just be the organisation with the resources to support you.

The Society for International Development (SID) invites applications from suitably qualified and motivated Kenyan nationals for our Cohort 5 Internship & Immersion programme

Candidates will be degree holders, have a passion for the promotion and realisation of key promises of the constitution, able to work in teams and demonstrate good (written and oral) communication skills. This position is considered an early professional development opportunity and a good fit for young Kenyans interested in a career in development, democracy and governance.

The Society for International Development (SID) is an international network of individuals and organizations founded in 1957 to foster democratic participation in the development process through locally-driven programmes that strengthen collective empowerment, facilitate dialogue and knowledge-sharing and promote policy change towards inclusivity, equity and sustainability. SID influences development policy and practice by generating cutting edge research and holding inclusive dialogues with policy leaders and citizens. In line with SID's values, all our staff are expected to be committed to social justice, familiar with rights-based and gender sensitive approaches and be able to work and travel within Kenya and the EA region.

Located in the Nairobi office, the position will enhance the capacity of the **Kenya Dialogues Project (KDP)**, a SID initiative committed to creating a public covenant and leadership around three key promises of the Constitution of Kenya namely: *Integrity, Public Participation, and Equality & Non-Discrimination*. These promises enshrine the constitutional vision of a democratic, just, equitable and economically prosperous Kenya. Using among others comparative research, opinion polling, citizen report cards, dialogue roundtables, social and mass media, KDP supports active citizenship and responsive governance by building and promoting balanced, respectful and enriching relationships between the public, civil society and government. We create and support spaces for citizens and their leaders to interact in positive, forward-looking ways so as to solve shared challenges within shared communities.

If you believe you are the candidate we are looking for, please email a Cover Letter and CV as single PDF attachment (including Twitter handle, Skype address and Two referees) to kdp@sidint.org with the subject heading clearly marked "COHORT 5 PROGRAMME INTERN." Applications close at 5.00PM (EAT) Monday 17th April 2017.

Only shortlisted candidates will be contacted.

JOB TITLE: Programme Intern, Kenya Dialogues Project
LOCATION: Society for International Development, Nairobi Office.
Compensation: The position is unpaid. A modest monthly transport allowance will be provided.
<p>SID PURPOSE: The Society for International Development (SID) was conceived with a focus on research and dialogue that seeks to improve development policy and practice. SID advocates for and promotes processes of dialogue and inclusion of diverse actors and voices in the development process.</p> <p>JOB PURPOSE: To support the achievement of KDP objectives by providing programmatic and administrative support to ensure smooth, timely and efficient delivery of KDP activities.</p>
<p>REPORTING LINES: Post-holder reports to: KDP Programme Manager Staff reporting to this post: None Staff significant for this post: Associate Director, Programme Officer Integrity, Policy Research Officer.</p>
<p>DIMENSIONS:</p> <ul style="list-style-type: none"> • Active participation within team; • Desk research support and light writing assignments; • Events management and coordination within the Kenya Dialogues Project and broader Equality and Inclusion team.
<p>KEY RESPONSIBILITIES:</p> <ul style="list-style-type: none"> • Keep a variety of manual and electronic files and records; • Collect and compile data relevant for future reference and use within SID • Maintain a vibrant social media presence for KDP; • Provide support to programme staff, consultants as may be required to deliver project goals; • Provide logistical support to key programme areas e.g. with travel arrangements, scheduling and coordination of meetings; • Respond to inquiries and provide on-demand information about KDP and the Equality and Inclusion Programme activities; • Keep and provide information on available and forthcoming research products from SID in various policy areas; • Conceptualise, plan and implement Cohort 5 signature project targeting youth.
<p>SKILLS AND COMPETENCIES:</p> <ul style="list-style-type: none"> • Undergraduate degree in a relevant social science field from an accredited university; • Familiarity with, and appreciation of one or more of the Three Promises as enshrined in the Constitution of Kenya 2010; • Commitment to the values and objectives of SID; • A confident communicator with good editorial and internet research skills; • Knowledge of and interest in Devolution; Integrity; Active Citizenship and Equality; • Demonstrated professional use of social media e.g. Twitter, Facebook among others; • Experienced use of computer programmes including MS Office, Excel, PowerPoint etc.; • Interest in developing own competencies in democracy and governance work; • Ability to provide administrative support in organising activities and events; • Experience documenting and sharing programme experience for learning; • Work well in a team and have outstanding social and intercultural skills and proven ability to be flexible and sensitive in demanding situations.
Date of issue: Monday 27th March 2017 Closing date: Monday 17th April 2017