



MCW's Internship Program Role Description

MCW Global Affiliate:	Miracle Corners of Tanzania		
Internship Main Supervisor:	Country Manager	Primary Location:	Dar- Es -Salaam
Preferred Starting Month:	<i>July 2024.</i>	Internship Duration:	<i>3 months.</i>
Mode of internship:	<input checked="" type="checkbox"/> In-person <input type="checkbox"/> Hybrid (both field and remote based internship) <input type="checkbox"/> Fully Remote		

Main Purpose and Scope of the Job:

Partnership and Resource Mobilization Intern

Role Description

Main Roles and Responsibilities:

- Work daily with the Senior Country Manager, who has a leading role in identifying and listing funding opportunities and information from private sector entities, individuals, corporate agencies, government donors, multilateral agencies, and other donors.
- To ensure that fundraising and resource mobilization information are updated on the MCT and other related social media platforms.
- Support identifying and contacting prospective partner companies, promoting the business online and via word-of-mouth, and creating client proposals and contracts.
- To contribute to the production of the MCT Newsletter, success and impact stories will be distributed to donors, particularly highlighting funds generated and resources mobilized.
- Represent the organization in participating in networking activities with other businesses to promote products and services.
- Support to analyze the strategic partnership related opportunities in line with the MCT priorities for partnership development and develop brief materials to use for preparations for meetings with potential partners.



- Assisting in developing and maintaining strategic partnerships and engagement with Development Partners.
- Any other duties as may be assigned from time to time when assigned by the Senior Country Manager.

Activities that will be conducted during “in-person” internship:

- Preparing concept notes, progress reports, speeches, briefs and other documents as may be required.
- Preparation of success stories and impact report
- Researching business opportunities
- Drafting briefing memos and donor presentations.
- Preparation of meetings and taking note.

Qualifications and Education Requirements:

- Must be a Young Leaders Program (YLP) Alumni (i.e. should have either attended the Fellowship or Conference)
- Must be available for the complete internship period (*July through September 2024*)
- Must have prior relevant experience of working on community initiatives and development projects
- Must be well-aware of MCW Global’s vision, mission and overall programs

Preferred Skill-set and Attitudinal Mindset for the Job:

- Should be willing to come out of his/her comfort zone, open to taking up challenges and should have a knack to learn and grow
- Must be clear in identifying his/her Personal Development Plan (PDP) and what does the applicant want to achieve from the internship

Preferable Measurable Outcomes for both the Organization and the Intern:

- Successfully completion of internship program.
- Three concept prepared and submitted for funding opportunity.
- Completed three identified Personal Development courses.
- Establish MCT services directory database for potential donors and partners.
- Final internship report.

About Dar Es Salaam, Tanzania

Dar es Salaam Region is divided into five administrative districts, four of which are governed by municipal councils that are affiliated with the city's suburbs or wards. [Dar es Salaam Region](#)