



Internship Announcement

Gender Equity and Social Inclusion Programming Support Intern (New York, NY)

Established in 1915 with Helen Keller as a founding trustee, Helen Keller International (HKI) is dedicated to saving the sight and lives of the most vulnerable and disadvantaged. Headquartered in New York City, HKI currently conducts programs in 21 countries in Africa and Asia, as well as in the United States. Renowned for its reliability, efficiency and high level of technical expertise, HKI promotes the development of sustainable, large-scale programs that deliver effective preventative and curative services for nutrition, eye health and neglected tropical diseases. HKI also undertakes research to add to global knowledge on what works and why in global health programming. HKI implements all its projects in partnership with local, national and international NGOs as well as numerous government agencies. Each year, HKI hosts student interns to engage in substantive projects in our country and regional offices.

Background: Integral to achieving HKI's mission is a focus on the principles of gender equality and social inclusion (GESI) in both programming and operations so that all individuals and groups have opportunities to flourish in society. To this end, HKI developed a new global GESI policy released in August 2018. The goal of HKI's GESI policy is "to lessen inequalities between women and men and between excluded social groups and the rest of society in the communities where we work." This is tied to specific program and operational standards, which assess how well HKI is doing in terms of integrating GESI into its work. To ensure all HKI programs and operational areas will be able to meet these standards within the next five years, HKI has developed a GESI strategy, which lays out a plan for doing so. This strategy requires the development of training materials as well as a set of tools, checklists, and templates to ensure GESI integration across all stages of work – for example, in proposal development, budgeting, staff hiring, training, and monitoring and evaluation. This intern will focus particularly on tools to ensure better integration of GESI into HKI's public health programs, as opposed to its operational aspects.

Scope of Work

This would be an ideal position for a few different types of student profiles:

- Someone who has coursework or experience with GESI and would like to learn about applying such concepts practically
- Someone who is interested in fostering organizational change, particularly within the non-profit or development sector
- Someone who has coursework or experience in public health, nutrition, or NTDs and is eager to gain experience with GESI concepts

The student would work with an advisor on developing a set of tools and training material to support the implementation of the GESI strategy within public health programs across all HKI countries. This would entail becoming familiar with GESI concepts as applied in public health programming, understanding the goals of HKI's GESI strategy, and analyzing the constraints on achieving those goals, particularly in terms of guidance, decision-making tools, and training. The intern would then work to develop simple, practical tools and trainings to fill those gaps. As a concrete example, one potential training could be for field focused staff on how to conduct an assessment of which GESI factors need to be considered when

implementing a nutrition project; another could be an online training for nutrition programs staff on how GESI factors impact nutrition and food security. Note that no fieldwork is anticipated at this time. It may be possible for the intern to be based remotely, instead of in an HKI office.

Qualifications

- Experience and/or coursework in at least one of:
 - GESI
 - Organizational change or capacity building
 - An HKI program area (nutrition, NTDs, eye health) PLUS a strong interest in GESI and/or organizational change
- Excellent oral and written English language skills, including the ability to clearly explain technical concepts to non-technical audiences
- Strong oral and written French skills *preferred*; some knowledge of French required if requesting to be based in Dakar
- Experience with training and capacity building *preferred*
- Ability to prioritize workload, assume responsibility for work, and follow through to completion
- Ability to work independently with limited supervision
- Flexibility and ability to adapt to changing circumstances, and to see through challenges to find solutions
- Highly computer literate

Terms & Conditions

- A minimum 8-week full-time commitment to the position is required but the dates of assignment are flexible, starting on or after June 2019.
- Position could be remote (anywhere with a strong internet connection) or based our HQ- US office in New York, NY.
- Candidate should be able to provide his/her own computer.
- ***Costs associated with Internships are the full responsibility of the participating student, including airfare, housing, daily living expenses, etc.***
- HKI will assign an academic mentor to ensure the intern is provided with sufficient guidance.
- In addition, an Administrative Manager will be assigned (this may or may not be the same person as the Academic Mentor) to welcome and support the intern with regards to logistics, to act as the local point of contact for all administrative information, and to serve as HKI headquarters' primary point of contact for the management of any incidents that may arise.

To Apply

Qualified candidates should submit a cover letter and resume to hki.interns@hki.org noting the internship title and location in the subject line. Applications will be accepted until the position is filled.

Helen Keller International is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, age, sexual orientation, gender identity, genetic information, disability, or protected veteran status.

We are committed to providing reasonable accommodation to individuals with disabilities.

If you are a qualified individual with a disability and need to request an accommodation during the application or interview process, please contact us at the email above or:

Tel: 646-356-1789; Fax: (212) 532-6014