



International Development Management (IDM) Fellows benefit from placements in a variety of organizations, working in fields such as health, education, rural development, and civil society strengthening. Placements include positions in research, project management, communications, and monitoring and evaluation.

Title of Fellowship: Documentation/Communications System Fellow

Location: Arua Town, West Nile Region, Uganda

Host organisation: Strengthening Education Systems in East Africa (SESEA) Project, Aga Khan Foundation Uganda

Description:

The Fellow will be exposed to documenting and communicating project performance reports and communication materials, which many include: activity, monthly and quarterly reports; project briefs; booklets; fliers and school profiles. They will also be required to develop an operational project communication plan in line with the AKF communication strategy. The Fellow will work with the project team and relevant partners to mentor individuals in reporting and documentation techniques and skills to generate and analyse relevant data to aid in effective communications. This will be an opportunity to work in consultation with the Monitoring and Evaluation officer and other staff to establish a functional project data management system at district and regional levels. Capturing relevant human interest stories from intervention schools and the region is also a very important part of the project and the selected Fellow will help the local team collect this information.

Title of Fellowship: Research and Strategy Fellow

Location: Dhaka, Bangladesh

Host organisation: CARE Bangladesh

Description:

The overall objective of the position is to support the development of a platform for women's empowerment with CARE Bangladesh. The Fellow will contribute to the development of a baseline study, outreach to community leaders and potential participants, internal planning and reporting, and the creation of a platform database. This role will expose the Fellow to key program areas and portfolios of CARE Bangladesh, gender equality and women's empowerment strategies, and provide opportunities to innovate and identify creative ways of developing a platform of grassroots women's leaders, and harnessing their energy to build a social movement.



Title of Fellowship: Programme Support Officer (IDM)

Location: Dushanbe, Tajikistan

Host organisation: FOCUS Humanitarian Assistance

Description:

The Fellow will be placed at FOCUS Tajikistan's Dushanbe office with travel to the field office and project sites in Gorno Badakhshan Autonomous Oblast (GBAO). The Fellow will be responsible to collect and analyze data and information for creation of a knowledge management system. They will also write project papers and proposals for donors, and prepare power point presentations, analytical contributions, concept notes, as well as other products and tools that will contribute to the accomplishments of the program office and the field projects. The Fellow will prepare and distribute reports, case-studies/impact stories to help in the assessment of project outcomes, proofread and review documents, facilitate the exchange of information and prepare technical documents and presentations. Creating communications materials for conferences and updating project factsheets are also very important parts of this position.

Title of Fellowship: Project Assistant

Location: Mbeya, Tanzania

Host organisation: Aga Khan Health Services - Tanzania

Description:

The Fellow will be placed in the field, in direct contact with the community, to better understand Maternal, Newborn and Child Health issues and challenges, and provoke critical analysis of community health issues. They will participate in the implementation of Joining Hands Initiatives (JHI) activities in Primary Medical Centers (PMCs) and selected districts. The Fellow will also actively participate in the review of the of Health Management Information Systems (HMIS) data and registers, and support building systems for regular data analysis of HMIS feedback reports at Primary Medical Centre and district level. The role requires the Fellow to support planning, organizing and conducting capacity-building of healthcare providers and assist in drafting clear, concise communication documents (papers, reports, summaries, presentations, lessons learnt, and success stories). In addition to the above, the Fellow will select and focus on one of the JHI project sub-components of his/her interest in coordination with the project manager.



Title of Fellowship: Project Support Officer

Location: Cairo, Egypt

Host organisation: Aga Khan Foundation - Egypt

Description:

The Fellow will support mobilizing resources for AKDN high-priority initiatives. They will also be required to develop reports for donors and government, which also act as decision support systems for the management. In addition to this, the Fellow will provide support to the preparation of institutional communication briefs.

Title of Fellowship: Monitoring and Evaluation Intern

Location: Pemba, Mozambique

Host organisation: Aga Khan Foundation - Mozambique

Description:

The Fellow will support the analysis of routine monitoring data, and conduct field visits to support staff in collection of data. They will also support results-based report-writing for major donors and develop presentations and briefs on key findings from data. The Fellow will provide support to studies (both qualitative and quantitative) planned under major grants and build capacity of Mozambican colleagues.



International Microfinance and Microenterprise (IMM)

Fellows gain experience with an organization involved in microfinance or market development, to develop skills in the day-to-day operations and evaluation of these programs.

Title of Fellowship: Projects Coordinator

Location: Osh, Kyrgyz Republic

Host organisation: The First MicroFinance Company (FMFC)

Description:

The Fellow will support the Business Department in implementation of reorganizational projects, including refinement of lending procedures, HR structures, etc. They will analyse existing processes and duties, develop proposals for organisational improvement, develop surveys and coordinate the implementation of field research (Client Satisfaction, Quality of Life, needs Assessment etc.). The Fellow will also conduct research and analyses in microfinance market (clients segments, market demand products, loan terms etc.), prepare analytical reports, and develop proposals for new products. They will also search for possible funds for new projects, work directly with donor institutions, and support Business Department in preparing and implementing marketing projects (brochures, activities etc.).

Title of Fellowship: Project Coordinator

Location: Antananarivo, Madagascar

Host organisation: Premiere Agence de MicroFinance - Madagascar

Description:

The Fellow will develop an action plan and budget forecast for setting up a decentralized decision centre. They will ensure project coordination and evaluation between existing Head Office and a newly-created regional entity, including the financial, organizational, logistical aspects. The Fellow will also validate the communication tools, reporting and methodological guides, and conduct regular follow-up and evaluation of the pilot phase.