

TANZANIA GENERATION DEVELOPMENT PIPELINE (TAGDEP)

UNITED REPUBLIC OF TANZANIA

INTERNATIONAL VOLUNTEER APPLICATION DETAILS



Earliest Start Date 15.04.2012: Latest End Date 15.06.2013 (Preferred)

About TANZANIA GENERATION DEVELOPMENT PIPELINE (TAGDEP)

TAGDEP is the registered Non-Government Organization, No.24/2002. TAGDEP was registered to operate at National Level-Tanzania mainland. It is basically dealing with social and economic issues which are essentials to the development of the society, specifically in areas of agriculture, Research, Career guidance, Business/Entrepreneurship and Vocational training. Organization's activities are done through education/training and consultation at micro level.

Job Descriptions

Department the intern will be working	TANZANIA GENERATION DEVELOPMENT PIPELINE (TAGDEP)
Job Description1	Organizing and facilitating Data Analysis Workshop in SPSS/STATA & EXCEL to maters students and to all other individuals who are interested in research including NGOs and institutions. An intern will be required to market the workshop in universities while supported by local volunteers and organization members.
Job Description2	Work on tourism project which is expected to implemented in May 2013. An intern will be required to edit promotional materials, setting logistic arrangement and establishing partnership with other tourist agencies which exist in Tanzania.
Job Description3	Attending meetings of TAGDEP affiliated groups including women groups and Youth groups. Visiting their projects, evaluating them and propose ways on how develop them further. The youth group is engaging in poultry production while women group is engaging in mango pickle and soaps production in small scale.
Job Description4	An intern will be required to suggest and implement fundraising strategies. Editing fundraising proposals, search for international donors and support

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micro donation initiatives.

Job Description5	Branding the organization on social media to get supports from people and fundraise.
Job Description6	Participate in organizational meetings on weekly basis.
Measurable results expected from the intern	Personal engagement in the programmes and organization's activities , giving new ideas and initiatives, and achieving objectives of the programmes
Preparation required from the intern before arrival	Interns should have his/her own laptop installed SPSS and STATA software. If there is any other useful software for data analysis then an intern is recommended to bring it and train TAGDEP members and it will also be used in the data analysis workshop.
Details on the Working Conditions	Personal working space if intern will be working in head office. TAGDEP initiatives have been extended in two other regions, that is Dodoma (capital city) and Arusha though we are still looking to rent offices after fundraising.
Other Details of the Working Conditions	Other tasks shall be given based on current demands/needs of the organization or issues to be raised during the weekly meeting which is held once per week, usually on Sunday evening. And Interns are kindly required to bring their own laptops.
Learning points that the intern might obtain during the internship	• Innovation • Awareness about the social issues • Bold data analysis skills • Organizational and management skills
Additional information a potential candidate may require for the Internship	Interns will be taken to beach/Indian Ocean for leisure. Intern shall be given accommodation and meals for 300 USD For more information, please contact to: tagdep@gmail.com/+255716368040/+255769116213

Work Information

Field of Work	• Business administration/Economics/Community devpt/Project analysis • Information technology • Fundraising
Working Hours	From 9:00 To 15:00

With a total of 30 hours per week
Saturday work Sometimes

Payment Salary in US \$0

Organisational Preferences

Internship Earliest Start Date	1.04.2013 (Preferred)
Internship Latest Date	15.08.2013 (Preferred)
Minimum Duration	6 Weeks (Preferred)
Maximum Duration	8 Weeks (Preferred)
Degree	Undergraduate, Master (Preferred)

Backgrounds

Business Administration	Event Management, Marketing(Preferred)
Economics	Macroeconomics(Preferred)
Human Resources	Training and Development(Preferred)
Information Technology	

Skills

Computer	PC User Skills(Required)
	Internet User Skills(Required)
	Marketing Skills(Preferred)
Personal skills and knowledge	Community Development(Preferred)

Business(Preferred)

Professional Skills

Presentation Skills(Required)

Languages

English (Required)

Kiswahili (Preferred)

Regions

- All over around the world

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