

Research and Strategy Internship

Intern start date is **14 May 2012**.

Role description

The Research and Strategy Intern will assist the Strategic Services team in supporting our microfinance partners through improving understanding of best practise in microfinance (including complementary services initiatives such as health, education and livelihoods projects) and developments in the microfinance sector, and contributing directly to key projects that assist partners, and that communicate progress of our programs to Opportunity's donors and investors.

Intern responsibilities

- Writing briefing documents and developing practical proposals for new initiatives.
- Researching best practise in microfinance (especially around evaluation of impact), and global trends affecting the microfinance model.
- Research poverty issues
- Writing reports on research findings. Assisting with administration of ongoing projects.
- Learn about the latest issues in microfinance, the fundraising and investment environment, and new developments in microfinance and beyond!
- Handover training to new intern at the end of the internship

Application requirements

- Commitment to work voluntarily, **three days per week** (ideally with at least 2 consecutive days) over the period of at least four and a half months, in the Opportunity Sydney office
- Finance and/or economics background
- Report writing experience (in English)
- Clear written and verbal communication skills
- Initiative and the ability to work independently while part of a team
- Ability to multi-task, prioritise and work efficiently
- Competent in Excel, Word, PowerPoint and Outlook
- Willingness to learn and self motivated
- Ability to research

Criteria for selection

Interns will be selected based on the intern selection committee's judgement of best suitability to the following criteria:

- Commitment to the core values and aims of Opportunity and fit with the team
- Skills suitability (as per the application requirements)
- Commitment to the internship program
- Passion for poverty alleviation and microfinance
- Compassionate, flexible and cooperative

How to apply

To apply for the voluntary Research and Strategy Internship and make an important contribution to the fight against poverty, simply email us your resume and a **cover letter (no more than one page)** to intern@opportunity.org.au. In the cover letter, please explain why you would like to intern for Opportunity and how you think it could benefit your professional career. Please note that applications without a cover letter will not be considered.

Applications close **6 April 2012**. Intern start date is **14 May 2012**.