



JOB DESCRIPTION

INTERN – YOUTH GRASSROOT COMMUNITY LEADERSHIP

Position Title: **INTERN – YOUTH GRASSROOT COMMUNITY LEADERSHIP**

Position Type: Full Time

Reports to: Head of communications

Supervises: None

Location: Masasi

Duration: 12 months

Date: May 2025

Remuneration: Stipend for Intern

MISSION OF THE COUNTRY OFFICE

<p>To halt natural resources degradation and biodiversity loss in WWF Tanzania's priority landscapes and seascape by securing habitats and species, promoting nature-based solutions and sustainable production practices for harmonious co-existence between people and nature</p>

MAJOR FUNCTIONS

The Youth coordinating Intern will be responsible for supporting and assisting WWF Tanzania Country Office (TCO) in the development, implementation and reporting of activities related to the Grassroot Leadership Programme, this includes:

- Conducting and organizing trainings and capacity buildings programmes and activities based on the Grassroot Leadership Programme, this includes understanding its curriculum materials, proposing interactive approach if required, evaluating programme effectiveness through pre/post assessments, based on the needs of the youth members
- Implementing, reporting and sharing progress of activities of youth groups under the Grassroot Leadership Programme
- Supporting youth groups in the development and sustainability of partnerships with networks, platforms, organisations, etc. along with WWF TCO in the design and implementation of their joint projects.
- Formulate evaluation processes and lessons learned from activities implemented by and with the WWF youth groups

Major Duties and Responsibilities

He/she will be responsible for the following activities:

- Conduct the outreach and the selection of youth leaders with support from the head of communications
- Accompanying and supporting youth groups by meeting regularly with their leaders and coaching them on their leadership, communication, and other aspects that are relevant to the learning journey of each leader. Serving as a liaison between youth groups and WWF TCO, as and when needed, to support the groups by facilitating access to WWF TCO's expertise, communication channels, partnership
- Hosting regular Learning Circle meetings (LC) where all youth leaders come together to learn from each other by sharing their successes and their challenges, and supporting each other in becoming better leaders
- Organizing a community meeting, inviting all group members to attend, reflect together, learning about each other's projects, inspire each other, and maybe even collaborate on certain projects
- Support in organizing the online GYM (Global Youth Meeting), e.g. assist in developing the agenda and the content of the programme
- Supporting the development of tools to monitor the progress of the Grassroot Leadership Programme within the WWF CO
- Facilitate the participation of youth groups in youth activities, advocacy activities and campaigns for nature e.g., Earth Hour, Biodiversity Day, etc
- Reporting and documenting the progress of programme in general: creating videos, collecting stories, writing mid-term and final report

- Facilitate the post evaluation survey at the end of the programme

PROFILE

Required Qualifications.

- Minimum bachelor's degree in education, communication, social sciences, environment or any relevant field related to the position.
- Experience in leading and facilitating training with adult and youth groups from diverse backgrounds.
- Experience in managing youth groups or facilitating youth workspaces, or as a member of youth groups or youth organisations in leadership positions.
- Knowledge and curiosity in the field of youth development (context, research, etc.)
- Basic knowledge of social network strategy development and social media management.

Required Skills and Competencies.

- Good command in English and Kiswahili languages (spoken and writing)
- Ability to organise, plan and systematize information
- Excellent communication skills at all levels and good interpersonal skills
- Good command of the Microsoft office pack (Word, Excel, Power point...)
- Good interpersonal skills
- Innovation and creativity
- Ability to work proactively and adapt to different environments
- Affiliation with youth networks would be an asset
- Keen Interest in conservation and environmental issues
- Adherence to WWF values: courage, respect, integrity, collaboration

WORKING RELATIONSHIPS

Internal.

Interacts with WWF Country Office staff

External.

Interacts with partners and stakeholders including but not limited to government officials, youth leaders and members of the programme, community members, parents or tutors, WWF International/Youth Engagement Team

APPLICATION DEADLINE: Wednesday, 30th, 2025

LOCATION: Masasi [Only Tanzania nationals based in Masasi can apply for this position]

HOW TO APPLY*: Send your CV and cover letter to hresources@wwftz.org

This job description covers the main tasks and conveys the spirit of the sort of tasks that are anticipated proactively from staff. Other tasks may be assigned as necessary according to organisational needs.

WWF has a zero-tolerance policy on conduct that is incompatible with our values, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. WWF is committed to promote the protection and safeguarding of all candidates. All selected candidates will, therefore, undergo reference and background checks, and will be expected to adhere to our values, code of conduct, network protocols, policies and safeguards.

For more details on our values, Courage, Integrity, Respect and Collaboration, log on to the link mentioned below:

https://wwf.panda.org/discover/about_wwf/our_values/