



**Concern for Women and Children Development Foundation (COWACDI)**  
**No. 26 opposite Save the Children Office, Benue Avenue, Old G.R.A Maiduguri, Borno State**  
**07034276614**  
**[hr@cowacdi.org](mailto:hr@cowacdi.org)**  
**[www.cowacdi.org](http://www.cowacdi.org)**

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## Community Intern Livelihood

### Background

COWACDI since its establishment in 2005 has been implementing humanitarian and developmental interventions in Protection, Peace Building, Housing Land & Property (HLP), Non-food Items (NFI), Livelihood. These interventions have directly targeted over 6000 vulnerable children, women, girls and boys as well as people with disabilities.

Determined to expand her interventions to reach more vulnerable groups in the conflict area, COWACDI is implementing projects in collaboration with partner agencies with funding from different donors. To achieve its goal and objectives. COWACDI seeks the service of community interns who will work with various unit in performing their duties. Concern for Women and Children Development Foundation (COWACDI) is a woman- led organization born out of passion for the wellbeing of Women and Children in Nigeria. It is a dynamic and impactful NGO committed to providing humanitarian aid and support to vulnerable communities around the world. With a focus on empowering individuals and fostering sustainable development, we strive to make a positive and lasting impact on the lives of those in need. **COWACDI has zero tolerance to fraud and other related practices.**

It has a special interest in mitigating the suffering of the vulnerable persons (mostly Women & Children) in times of crisis. Currently the organization has focused its attention on the Northeast of Nigeria with special emphasis in Borno, Yobe and Adamawa states (the BAY states) due to the decade old crises. COWACDI intervenes through community-based approach in addressing Gender-Based Violence prevention and response programmes, child protection, peace-building programmes and empowerment of youth and women. Since its establishment in 2005 has been implementing humanitarian and developmental interventions in Protection, Peace Building, Housing Land & Property (HLP), Non-food Items (NFI), Livelihood. These interventions have directly targeted over 6000 vulnerable children, women, girls and boys as well as people with disabilities. Determined to expand her interventions to reach more vulnerable groups in the conflict area, COWACDI will be implementing NFI project with funding from NHF. COWACDI operates with full respect for humanitarian law and works with concrete policies and principles of international standard such as humanity, impartiality, neutrality and independence and accountability to affected population.

We are recruiting to fill the position below:

<b>Job Type:</b>	<u>Part Time</u>
<b>Qualification:</b>	<u>SSCE/Diploma</u>
<b>Experience:</b>	1 Year
<b>Location:</b>	Mubi, Adamawa State
<b>Job Field:</b>	Intern

**Vacancy:** 2 Positions

**Contractual Arrangement:** Internal/External (Community Livelihood intern)

**Contract Duration:** Fixed Term

**Organization:** Concern for Women and Children Development Foundation (COWACDI) Nigeria

**Planned Timelines:**

- Start Date: ASAP.

**Qualification:**

- At least 1-2 years' experience

As an intern with COWACDI, you will play a crucial role in our efforts to engage with local communities and raise awareness about our programs and initiatives. You will have the opportunity to directly contribute to our vision and mission. Are you passionate about making a difference in the lives of those in need? Do you want to contribute to humanitarian efforts and help create a better world for all? Join us as an Intern and be a part of our impactful work!

**Job Description**

- Represent the organization professionally at community meetings, networking events, and other relevant gatherings.
- Collaborate with staff members to develop innovative strategies and initiatives.
- Support in various units within COWACDI.
- Take responsibility for COWACDI equipment that he/she may be entrusted with.
- Assist in collecting data as per the program requirements for its different sites.
- Gather and accurately record responses on questionnaires provided.
- As part of each assignment, participate in briefings; carry out data collection, data entry and/or reporting.
- Recognize and give accounts of problems in obtaining data and provide useful feedback from field activities.
- Work according to the program needs and follow confidentiality/security procedures to ensure respondent privacy is protected.
- Report to the supervisor before and after a day's work for further direction.
- Perform any other duty assigned.

**Desirable Skills/Quality:**

- Must be an indigene of the community.
- Passion for community service and a strong commitment to making a positive impact.
- Excellent communication skills, with the ability to effectively engage with diverse audiences.
- Enthusiasm for learning and willingness to take on new challenges.
- Ability to work independently and collaboratively in a fast-paced environment.
- Flexibility to work evenings and weekends, as needed, to accommodate outreach events and activities.
- Prior experience in community outreach, Intern work, or related fields is preferred but not required.
- Excellent written and spoken English and Hausa
- Possesses analytical skills.
- Experience in data collection, administering questionnaires and conducting interviews, data collection and data entry.

**Benefits:**

- Opportunity to gain valuable experience in community engagement and humanitarian work.
- Networking opportunities with like-minded individuals and organizations.
- Personal satisfaction of contributing to meaningful projects that benefit local communities.

**Application Closing Date: 1st<sup>nd</sup> April 2024.** Due to the urgency of this position application will be reviewed on a rolling basis.

No application after the closing date will be considered.

**Method of Application:**

Interested and qualified candidates who are passionate and willing to contribute towards the achievement of our goals should forward their application containing a CV and Letter of interest in either word document or PDF format using the position and location “**COWACDI Intern, Mubi Adamawa State**” as the subject of the email to [recruitment@cowacdi.org](mailto:recruitment@cowacdi.org)

COWACDI regrets that, due to the large number of applications we receive, we are unable to reply to every applicant. If you are being considered for the role, a recruiter will contact you. If you are not contacted within 2 weeks, you should consider your application not successful on this occasion.

**Note:** Never pay for any training, certificate, assessment, or testing fee to the recruiter