



SUMMER 2016 LEARNING & EVALUATION INTERNSHIP

The Alliance for Peacebuilding (AfP) is a membership-based network of nearly 100 organizations and hundreds of professionals devoted to building sustainable peace and security worldwide. For more information, visit www.allianceforpeacebuilding.org.

AfP is seeking a part-time, unpaid intern who is seeking direct experience in peacebuilding and evaluation. The intern will work with the Deputy Director of Learning and Evaluation and assist with the following programs – the [Peacebuilding Evaluation Consortium \(PEC\)](#); [Effective Inter-religious Action in Peacebuilding Program \(EIAP\)](#); and internal monitoring and evaluation, including new programming. The intern will work closely with AfP partners for both the PEC and EIAP, including: [CDA Collaborative Learning Projects](#), [Mercy Corps](#), and [Search for Common Ground](#).

Internship Summary

The intern's primary responsibility is to assist in the coordination of activities related to each of the programs. Specific duties include supporting program administration, donor communications, meeting logistics support, monitoring and evaluation activities, project publications, and drafting external communications.

The intern will commit 20 hrs/wk from May 2016 – August 2016 (with a possibility of an extension). The internship will take place at AfP's office in Washington, D.C. working directly with AfP's Deputy Director of Learning and Evaluation (based in Washington, D.C.).

Required Qualifications

- Must be currently enrolled in an education program with at least three years completed college coursework, preferably four years (Graduate students are encouraged to apply)
- Educational background and/or professional experience in peacebuilding or related fields (democracy and governance, human rights, international development, etc.)
- Excellent writing and communication skills and attention to detail
- Strong computer skills, high proficiency in Word and Excel
- Enthusiasm and commitment to the peacebuilding field
- Proactive, independent and team-oriented work ethic
- Ability manage multiple tasks simultaneously and meet deadlines
- Previous professional workplace experience, preferably in a non-profit

Preferred Qualifications

- Experience and/or knowledge of program monitoring and evaluation (M&E) concepts
- Familiarity with quantitative and qualitative data analysis in peacebuilding or related fields
- Awareness of how to implement a multi-organizational program

Application Process

Please send a cover letter, resume and list of three references to humanresources@allianceforpeacebuilding.org, ATTN: Sarah McLaughlin, Deputy Director of Learning and Evaluation. Each attachment should be labeled "Last name, First name – [Document type]." **Deadline to apply is April 6th, 2016. Applicant must be an enrolled student and be based in Washington, D.C for the duration of the internship.** AfP is willing to work with your higher education institution for course credit. Note that the position will be filled as soon as a well-qualified person is identified. Candidates are strongly encouraged to apply earlier than the stated deadline.

Only applicants meeting required qualifications for the position will be considered. The Alliance for Peacebuilding is an equal opportunity employer and welcomes resumes from all qualified applicants, particularly women and minorities. The Alliance for Peacebuilding does not discriminate based on gender, ethnicity, race, or persons with disabilities.