

Driven by the vision that everyone needs a decent place to live, Habitat for Humanity began in 1976 as a grassroots effort. The housing organization has since grown to become a leading global nonprofit working in more than 70 countries. Families and individuals in need of a hand up partner with Habitat for Humanity to build or improve a place they can call home. Through financial support, volunteering or adding a voice to support affordable housing, everyone can help families achieve the strength, stability and self-reliance they need to build better lives for themselves. Through shelter, we empower. To learn more, visit [habitat.org/emea](https://www.habitat.org/emea).

We are currently seeking to recruit for a:

## Foundations & Institutional Funding Intern

to work with the newly established global Institutional Funding team, whose goal is to raise funds (grants) for housing and development programs in almost 70 countries, from institutions and governments globally. The team members are placed in different locations including the USA, Costa Rica, UK and Slovakia. The role of the team is to scan global funding environment, conduct research on donors, develop relationships with donor institutions, submit applications for grants and report back on grant implementation.

**Working time:** Approximately 20hrs per week (flexible)

**Wage:** 4€/ hour

### **What would be your responsibilities?**

- Work with the team to research funding information for development projects, (mostly in the housing sector) from institutions like the European Commission, British and US government, the World Bank, regional Development Banks (AfDB/ADB) and others (85% of your time)
- Support grant proposal submissions to the above mentioned institutions and the wider functioning of a global team (10% of your time)
- Administrative tasks (5% of your time)

### **What are we looking for?**

- University student, a completed bachelor degree in a relevant field (International Relations, Political Science, European Studies, etc.) is an advantage
- Openness to learn and ability to process large and complex data and develop research templates to share findings in user-friendly formats
- Excellent command of English, especially in writing
- Interest in topics of international development and housing, bi-lateral and multi-lateral institutions, grants and funding
- Interest in a short-term internship, possibility of a long-term internship

### **What do we offer you?**

- Working in a multicultural environment - you will support team members from different locations
- Learning about the operations of a multinational non-governmental organization
- 5 euro fully paid meal vouchers
- Laptop
- Possibility to work from home, upon agreement

If you are interested in internship with the EMEA Area Office, and you meet the requirements, please send in one document your **motivation letter** and **CV** in English indicating the position you are applying for to Human Resources to [emeahr@habitat.org](mailto:emeahr@habitat.org). Closing date for applications: **08.10.2019**.