

COMMUNICATIONS AND VOLUNTEER ENGAGEMENT ASSOCIATE (GRADUATE INTERNSHIP)



Who we are:

Enroute 54 Foundation is a non-profit dedicated to empowering underserved communities through programs aligned with Sustainable Development Goals (SDGs) 4, 5 and 6. We aim to catalyse change through education, gender advocacy and access to safe water and hygiene. As we lay the foundation for long-term social impact, we are seeking passionate, skilled individuals ready to grow with us.

Who we need:

Enroute 54 Foundation seeks a creative and enthusiastic **Communications and Volunteer Engagement Associate (Graduate Intern)** to join our team. This one-year, fixed-term graduate internship is ideal for graduates who are passionate about digital communications, content creation, fundraising, community mobilisation, brand storytelling, project support and event planning, especially within the nonprofit and volunteering space. This role is designed as a launchpad for early-career professionals with strong potential to transition into a full-time staff position based on performance, demonstrated commitment and alignment with our long-term organisational goals.

What you will gain:

You will have the opportunity to build your portfolio in nonprofit communications and volunteer engagement, strengthen your skills in social media strategy, content creation, stakeholder relations, fundraising, project support and the day-to-day operations of a non-profit organisation. Successful interns will be strongly considered for full-time positions with increased responsibility, professional development support and opportunities to grow within the foundation.

What you will do:

- Support the development and execution of the foundation's communications strategy.
- Create engaging content for social media platforms, newsletters, and internal communications.
- Assist in maintaining the website and keeping public-facing materials updated.
- Support the planning, coordination and implementation of education, gender and WASH programs.
- Help manage volunteer recruitment campaigns, orientation sessions, and ongoing volunteer support.
- Liaise with international and local volunteers before, during, and after their placement.
- Support the documentation of impact stories, photo libraries, testimonials, and visual content.
- Track communications and volunteer data for reports and impact evaluations.
- Assist with event planning and outreach for community and volunteer activities.
- Any other duties as assigned to support communications and program success.

What we are looking for:

- A graduate with a Bachelor's Degree in Communication Studies, Public Relations, Journalism, Development Communication, Marketing, or a related field.
- Must have completed National Service.
- Strong writing, editing, and storytelling skills.
- Experience or interest in managing social media (e.g., Instagram, LinkedIn).
- Proficient with digital tools like Canva, email platforms, Google Workspace, or Slack.
- Experience with volunteer groups or event coordination is an advantage.
- Experience in community engagement, volunteering, and advocacy-driven messaging.
- Creative, proactive, and able to work independently in a fast-paced environment.
- Must be able to operate a camera or have knowledge of photography/videography.

Hours and Compensation

This is a **full-time internship** position for **12 months** with a fixed monthly stipend. Flexible working hours and some weekends may be required. This role may necessitate travel within the country and, on occasion, within the continent. Given that we work across different time zones, some non-traditional hours for early or late client calls are an expectation of this role.

How to Apply

If this opportunity sounds like a good fit, kindly submit your resume or curriculum vitae (CV) and a one-page letter of motivation in English to zenobia@e54foundation.org and cc valentina@e54foundation.org

Subject line: Communications and Volunteer Engagement Associate (Graduate Internship)

Applications are reviewed on a rolling basis. Early applications are encouraged. Only shortlisted candidates will be contacted. We look forward to learning about you and your passion for non-profit.

We are an equal-opportunity employer and value diversity at Enroute 54 Foundation. We do not discriminate based on race, religion, colour, national origin, gender, sexual orientation, age, marital status, veteran status, or disability status.