



**Vacancy announcement**

<b>Position</b>	AGORA Project Intern	<b>Starting date</b>	ASAP
<b>Location</b>	Paris 9 <sup>th</sup> arr., HQ, France	<b>Contract type</b>	Internship
<b>Contract duration</b>	6 months	<b>Security Risk Level</b>	Calm

**About ACTED**

Since 1993, as an international non-governmental organization, ACTED has been committed to immediate humanitarian relief to support those in urgent need and protect people’s dignity, while co-creating longer term opportunities for sustainable growth and fulfilling people’s potential.

ACTED endeavors to respond to humanitarian crises and build resilience; promote inclusive and sustainable growth; co-construct effective governance and support the building of civil society worldwide by investing in people and their potential.

We go the last mile: ACTED’s mission is to save lives and support people in meeting their needs in hard to reach areas. With a team of 4,600 national staff 400 international staff, ACTED is active in 37 countries and implements more than 500 projects a year reaching over 14 million beneficiaries.

**ACTED HQ | AGORA initiative**

In ACTED HQ, 120 staff are dedicated to the operational support of projects implemented in our countries of intervention.

ACTED decided to create AGORA as a flagship program in 2016 in partnership with IMPACT as a vehicle to practically implement the ambition of both organizations to ground humanitarian and development work in local knowledge to operationalize the ACTED motto “think global, act local”.

AGORA is an initiative that promotes the resilience and recovery of crisis affected people in fragile contexts by putting local territories at the center, supported and guided by local knowledge, structures and capacities. As such, AGORA is designed as a community driven development model to provide concrete solutions to implement the humanitarian-development-peace nexus, the localization and the Accountability to Affected People Agenda.

After piloting the AGORA approach in a number of countries over the last years, ACTED and IMPACT have decided to strengthen and expand their AGORA joint venture, and are recruiting an AGORA intern to reinforce their HQ team.

**Key roles and responsibilities**

Building on the AGORA methodology over the last years, you will support the AGORA team along 2 main axis :

**1. Supporting research, data collection and analysis relevant to the development of AGORA**

- A. Assist in data collection / analysis required to build the evidence base for AGORA’s development in specific country and / or globally. This could take the form of supporting secondary data reviews on issue of local and customary governance or state-community relations in target countries, or assisting in the draft of analysis briefs on global policy issues and discussions as they pertain to topics relevant to AGORA (such as area-based approaches, approaches to local governance in the context of development assistance etc.);
- B. Assist data collection / analysis with regards to past, present and future AGORA projects so as to generate a comprehensive overview of what has been done / is being done under the AGORA label, with the aim to 1) develop, adapt and strengthen the AGORA proof of concept; (2) identify and mainstream best practices into future AGORA projects and, (3) facilitate the production of internal and external AGORA products;
- C. Support the organization of data and resources in the Paris AGORA resource center.

**2. Support the team to deploy the AGORA initiative in target countries**

Under the management and guidance of the officer in charge, you will :

- A. Assist the AGORA Officer in supporting country operations in strengthening and deploying the AGORA methodology within ACTED area-based approach projects, and in developing AGORA proposals;
- B. Assist efforts to deploy the AGORA methodology and to develop and disseminate the related technical guidance and tools;
- C. Assist the AGORA officer in oversight efforts designed to ensure that all new AGORA projects meet the requisite standards, and contribute to making sure that these standards are deployed across countries with AGORA projects.
- D. Support AGORA Officer with regards to the joint ACTED / IMPACT Community of Practice on AGORA



### 3. Undertaking other tasks as required

#### Required qualifications and technical competencies

- Masters in Political Science, Geography or other related social sciences
- Excellent English oral and written communication skills
- Ability to synthesize and a strong taste for analysis
- Ability to formalize, write, communicate and report
- Analytical skills and ability to propose solutions to problems encountered
- Flexibility, dynamism, autonomy
- Good interpersonal skills
- Interest in international relief and development programs

#### Conditions

850€ net per month, food vouchers (tickets restaurant) and 50% coverage of transportation costs (Navigo Pass).

#### How to apply

Please send your application including (cover letter and resume) to [jobs@acted.org](mailto:jobs@acted.org) under **Ref: AI/HQ**