



INTERNSHIP OPPORTUNITY

Monitoring & Evaluation and Social Media Intern

Madarat Al Salam for Sustainable Development is seeking a motivated individual for a **Monitoring & Evaluation and Social Media Internship** opportunity with our peacebuilding organization. This internship is designed as a balanced learning experience to help you build practical knowledge and skills in both M&E and social media management.

About the Opportunity

This is a structured learning opportunity for individuals interested in developing practical skills in both monitoring & evaluation and social media within a peacebuilding organization. You'll receive mentorship from experienced and talented team while contributing to our impactful work in a supportive, interactive, and motivated working environment.

Duration: 3 months (with possibility of extension)

Time Commitment: 20-25 hours per week (part-time, flexible scheduling)

Location: Based in Erbil with occasional travel outside Erbil for activities, events, and meetings

Start Date: As soon as possible (ASAP)

What You Will Learn

M&E Skills:

- Fundamental monitoring and evaluation concepts and methodologies
- Data collection, management, and analysis techniques
- Development of M&E tools and assessment instruments
- Report writing and knowledge management
- Planning and follow up, and data management

Social Media Skills:

- Social media management for NGOs
- Content scheduling and community growth across Madarat's platforms
- Aligning social media activities with organizational Media plan
- Tracking engagement and expanding social media reach



General Professional Skills:

- Working collaboratively in a diver's team
- Contributing to peacebuilding and social impact initiatives
- Balancing analytical and creative tasks in an NGO environment
- Communication and planning.

Learning Activities You'll Participate In

M&E Activities (50%):

- Assist with data collection, organization, and analysis -based on established M&E framework of Madarat annual plan.
- Support the development of monitoring tools
- Help archiving our programs, initiatives reporting in Madarat archiving system
- Learn from experienced M&E professionals

Social Media Activities (50%):

- Implement posting schedules across Madarat's platforms (**FB page, Instagram and website**).
- Expand Madarat's platforms, in close coordination with the ED.
- Help grow our community of followers, through direct engagement over the platforms with Madarat followers' community.
- Distribute content developed with team members.
- Learn how to effectively communicate our mission and impact.

Additional Information

- **Work Arrangements:** While based in Erbil, there is flexibility for some remote work, further details will be discussed and agreed with the Executive Director during the interview.
- **Projects:** You'll have the opportunity to support our current projects in Nineveh, gaining more practical experience in the field.
- **Transportation:** Costs for attending Madarat activities and meetings will be covered by the organization.
- **Interview Process:** Initial interviews will be conducted via Zoom, with potential final interviews in-person at our Erbil office.
- **Certificate:** Upon successful completion, you'll receive a formal certificate documenting skills acquired, and recommendations for your future carrier choices.
- **Future Opportunities:** Based on performance and funding availability, there may be opportunities to transition to a fixed staff position.



Who Should Apply

This internship is ideal for individuals who:

- Are interested in both analytical work and creative communications
- Want to build foundational skills for a career in development or peacebuilding
- Value learning and growth over existing experience
- Are passionate about social impact and positive change

What We're Looking For

We value potential and character over experience:

- Currently pursuing or recently completed undergraduate studies in a relevant field
- Basic understanding of and interest in peacebuilding work
- Familiarity with major social media platforms
- Proficiency in Microsoft Office (particularly Excel)
- Excellent fluency in English (both written and verbal) is a must
- Fluency in Arabic and/or Kurdish is considered an added value
- Self-motivated with ability to work both independently and collaboratively
- Commitment to adhere to Madarat's Code of Professional Conduct
- Willingness to maintain confidentiality of organizational information
- Alignment with our values of Accountability, Integrity, Cultural Sensitivity, and Embracing Change.

What We Offer

- Hands-on learning experience in both M&E and social media
- Mentorship from experienced professionals in a talented team
- Opportunity to contribute to meaningful peacebuilding initiatives
- Foundation for future career opportunities
- Certificate of completion and professional reference
- [Transportation allowance/meal stipend if applicable]
- Interactive and motivated working environment

How to Apply

Please send the following to info@madarat.org with the subject line "M&E and Social Media Intern Application":

1. Your current resume/CV
2. A one-page cover letter explaining your interest in both M&E and social media, how this internship aligns with your learning goals, and details about your personality (including your work style, values, strengths, and what motivates you)
3. Contact information for one academic or professional reference



Selection Process:

- Applications will be reviewed on a rolling basis
- Shortlisted candidates will be invited for an initial video interview via Zoom
- Final candidates may be asked to attend an in-person interview at our Erbil office
- Selected candidates will be notified promptly to arrange start dates

Application Deadline: April 15, 2025, or until the position is filled. Applications will be reviewed on a rolling basis.

Questions? For clarifications about this opportunity before applying, please contact us at **07800709126** (WhatsApp) between **5:00 PM - 8:00 PM** daily.

Important Notes

- This is an unpaid internship focused on professional development and learning. It is not intended to replace paid employment.
- The intern will be required to adhere to Madarat's Code of Professional Conduct and maintain confidentiality of all organizational information.
- The intern will be expected to comply with all applicable policies in Madarat's Employee Manual.

Madarat Al Salam for Sustainable Development is a peacebuilding organization committed to diversity and inclusion. We encourage applications from individuals of all backgrounds, particularly those from underrepresented groups.