African Child Trust

Registered Charity No. 1158266

Job title:	1. Social Media & Communications Intern / 2. Events & Fundraising Intern
Contract:	3-6 months or longer
Location:	Croydon, South London
Salary:	Volunteer - expenses will be reimbursed in accordance with our Expenses Policy

About African Child Trust (ACT)
ACT is a growing international development charity with a Christian ethos, dedicated to educating disadvantaged children and empowering widows in sub-Saharan Africa. Since 1998, we've supported children from primary school through to university and equipped widows with income-generating skills to sustain their families. Working with our local partners, we implement projects in education, livelihoods, sanitation, and health across eight African countries.

Internship Opportunities
We are looking for outgoing and self-motivated individuals who will fit easily into our team and are passionate about making a difference in the world. These roles are ideal for graduates wanting to gain experience in the international development and charity sectors.

The two roles available are:

- Social Media & Communications
- Events & Fundraising

These internships are ideal for at least three to six months or longer, to obtain the full benefit of your experience.

Please note that internships at ACT are voluntary. However, we will reimburse reasonable travel expenses in line with our expenses policy.

Qualities and attributes

<u>Social Media & Communications</u>

The ideal candidates will:

- Be creative and inventive, and confident in putting forward and discussing new ideas;
- Have an eye for graphics and visual design;
- Have previous experience in social media; and

<u>Events & Fundraising</u>

The ideal candidates will:

- Have experience using Office suite (primarily Word and Excel);

- Exhibit strong research skills;
- Be highly organised and able to prioritise tasks and manage time effectively;

Key responsibilities

Social Media & Communications

- Write high-quality blogs and news articles and carry out related research.
- Use Canva to create graphics for social media and schedule posts via Buffer.
- Active engagement with online supporters and followers.
- Engage with social media analytics and adapt social media presence accordingly.

Events & Fundraising

- Assist our small team with research pertaining to grant-funding opportunities.
- Carry out research on potential corporate partnerships.
- Provide administrative support to staff.
- You will be trained in the use of our CRM (customer relationship management) system.

Hours: Flexible; the position can be done remotely, but ideally, the successful applicant would be willing to travel to our Croydon office one day a week.

Closing date: 2 November 2026

Interview/Start date: Shortlisted candidates will be informed by 9 November, and interview dates will be arranged thereafter.

Application details

To apply, please send a current CV and covering letter detailing your experience and skills for the role to Frances at office@africanchildtrust.org.uk, and specify which of the two roles you are interested in. Please note that, regrettably, we may not be able to respond to every unsuccessful application.