



British
High Commission
Accra

INTERNSHIP – POLITICAL AND GOVERNANCE TEAM

Start Date:	01 October 2024
Length of Contract:	1 year
Main Purpose of Job:	Provide agile and skilled support to the Political and Governance Team responsible for delivering the BHC's campaign goal of promoting Freedom and Democracy.
Roles and Responsibilities:	<p>Support the team to deliver diplomatic engagements, events and visits.</p> <p>Help provide colleagues across the British High Commission with analysis of the political landscape.</p> <p>Help maintain the UK in Ghana partnership through diplomatic channels.</p> <p>Assist Programme Manager to manage the Good Governance Programme and projects funded through the State Threats Fund.</p> <p>Support in the day-to-day running of the Political and Governance Team and assist colleagues across the wider team to deliver business-critical pieces of work.</p>
Behaviours:	<p>Delivering at Pace</p> <p>Seeing the Big Picture</p> <p>Managing a Quality Service</p> <p>Changing and Improving</p>
Language requirements:	<p>Language: English</p> <p>Level of language required: Advanced level proficiency in English Language (ability to understand, write and speak English language without any difficulty)</p>
Other Skills/Experience/Qualifications:	
Essential on arrival:	<p>A final year student from a recognised tertiary institution</p> <p>Excellent command of English, oral and written communication</p>

Analytical skills
Ability to work in a fast-paced environment

Desirable:

Ability to work autonomously
Good working knowledge and demonstrable interest in politics and governance of goods and services
Good working knowledge and demonstrable interest in key and emerging social media channels such as Instagram, Twitter and TikTok

Learning and Development:

You will be given the opportunity to take part in a range of learning and development opportunities, these will include:
Online e-learning, on-the-job learning, job shadowing and mentoring;
Attend learning and development courses held at the British High Commission such as workshops and conferences.

To apply for this, kindly send an email to Recruitment.Accra@fcdo.gov.uk, stating in the subject "POLITICAL AND GOVERNANCE TEAM" attaching your CV, and a cover letter of not more than 300 words, answering the questions below:

Why are you applying for this job? What do you intend to gain from working at the British High Commission, and what will you bring to the table?

APPLICATION DEADLINE:	05 MAY 2024, 23:59GMT (ALL APPLICATIONS RECEIVED AFTER THE SAID DATE WILL NOT BE CONSIDERED)
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