

# Village Enterprise Fund Internship Program – African Field & US Offices



## Overview & Goals

At Village Enterprise Fund, success not only stems from the dedicated employees in our offices and volunteers working in the field, but also from the work of many dedicated interns.

The goals of our internship program are to:

- Develop and empower future leaders in the fields of international development, poverty reduction and microfinance
- Engage dedicated, intelligent interns in the evaluation of existing programs and the development of new ones

VEF offers two kinds of internships – field internships in Africa and US office internships. Both offer the opportunity to:

- Become involved with an innovative and rapidly growing not-for-profit organization
- Develop important skills and relationships in the field of international development
- Work on projects that directly impact the people and communities with whom VEF works in East Africa
- Design a specific project and work independently to realize project goals

Previous experience in Africa or in the non-profit sector is not required to apply for a VEF internship. VEF is excited and willing to provide candidates passionate about a career in the fields of international development, poverty reduction, and/or microfinance with their first work experience abroad. VEF is also excited to provide experienced candidates with leadership roles that will equip them to take the next steps in their careers.

## Examples of Past VEF Internships

Past VEF interns have worked on the following projects:

- Measuring the success rate of VEF-sponsored businesses in Africa
- Researching VEF business owner access to microloan programs in rural Kenya
- Researching the profitability of VEF businesses
- Developing a microfinance training manual for VEF business mentors
- Evaluating a VEF project in which business owners used their seed capital grants to invest in irrigation pumps

- Evaluating the impact of VEF programs on business owners' standard of living

Many of VEF's past interns have continued their work in the field of poverty reduction and microfinance long after interning with VEF. Some past VEF interns have even started their own non-profit organizations, such as VEF interns Jessica and Matt Flannery who went on to form Kiva.

Through its internship program, VEF hopes to develop effective and ethical leaders in the field of international development. We believe that a group of empowered leaders with a collective goal can make a difference in this globally connected world.

### **Internship Funding**

Due to limited finances and a commitment to investing resources directly in rural East Africa, VEF is unable to offer a salary, vaccination compensation, travel insurance or airfare compensation to interns. VEF will, however, cover intern expenses on the ground in East Africa, including housing, meals, transport and translation.

Prior interns have raised money through research grants, service grants, friends, families or fundraisers to cover the costs of their internship. VEF will serve as your sponsoring institution if you are applying for a grant or fellowship to cover the costs of your trip and will also accept tax-deductible donations raised by interns to cover their internship expenses. If you are interested in receiving tax-deductible donations to fund your internship, you can discuss your fundraising plans with VEF Executive Director, Brian Lehen.

Please feel free to discuss any funding and sponsorship challenges with a VEF staff member, and we will be happy to help you wherever possible.

### **Applying for a VEF Internship**

To apply for a VEF Internship, please send your resume a cover letter answering the following questions to [vefinterns@villageef.org](mailto:vefinterns@villageef.org):

1. Why do you want to intern for VEF?
2. Would you like to intern in Africa or in the US office?
3. How many weeks are you available to intern? (Internships are typically 8-10 weeks, including a 2 week orientation.)
4. What are your specific goals? Are there specific skills you would like to gain during your internship?
5. What are your career goals and how does the internship experience relate?
6. What aspect of VEF's work interests you the most and why?
7. What previous work or volunteer experience have you had that is relevant to this internship? (No previous African experience is necessary.)

**Deadlines & Questions**

If you are applying for a summer internship (approximately May to August), application materials are due by January 15<sup>th</sup> (for African field internships) or March 1<sup>st</sup> (for US office internships).

If you are applying for a non-summer internship (September to April), we accept applications at any time.

Please send all questions and application materials to [vefinterns@villageef.org](mailto:vefinterns@villageef.org).