

Position: **RESEARCH INTERN**

Reports to: Associate Director, Research

Location: Nairobi

Terms: Full Time

Duration: (Initial) 3 months

### **ROLE AND RESPONSIBILITIES**

The Research Intern will:

1. Ensure all research undertaken by the Research Intern is conducted ethically and responsibly, and presented in the best possible quality.
2. Contribute well-researched articles for *The HORN Bulletin* and HORN website.
3. Help to prepare materials for submission to fund-granting agencies and foundations.
4. Help to prepare interview questions for research purposes.
5. Attend and participate in meetings and other gatherings organized by the Institute and its partners.
6. Represent the HORN Institute in activities that are relevant to the work of the Institute.
7. Write concept notes, reports, and presentation notes.
8. Submit weekly plans and reports.
9. Any other duty assigned.

### **QUALIFICATIONS AND EDUCATION REQUIREMENTS**

The following minimum qualifications are required:

1. Applicant should be a current third or fourth year undergraduate or masters' student in a recognized higher learning institution in the fields related to: international relations, political science, international studies and diplomacy, security-related studies, and peace and conflict studies.
2. Be able to undertake independent research work in any of the Institute's thematic areas.
3. Should have excellent oral and written communication skills.
4. Must have good research and writing skills.

### **Application Procedure**

Please send your *Curriculum Vitae* and cover letter to **[info@horninstitute.org](mailto:info@horninstitute.org)**

**Note:** Selection of applicants to this position is competitive and done on an ongoing basis.