

Agulhas

Applied Knowledge

Job Description

Intern

June 2022

[About Agulhas](#)

Agulhas Applied Knowledge is a London-based consulting firm specialising in evaluation, learning research and knowledge on international development and sustainability. We provide strategic advice and evaluation for aid programmes and development policy to the UK government, other DAC countries, multilateral organisations, developing country governments, philanthropic foundations and NGOs. We specialise in strategic reviews and evaluations: for the past eight years, we have led the consortium that provides evaluation services to the UK's Independent Commission for Aid Impact. Agulhas have also worked with diverse clients including bilateral donors, international organisations including the United Nations, NGOs, academia, companies and foundations. We also specialise in knowledge management, helping our clients to develop monitoring and evaluation systems, strengthen their organisational learning systems and improve the quality and value for money of their programming.

The Agulhas practice is structured around two multidisciplinary hubs: the [Crisis, Conflict and Global Challenges \(CRUNCH\) Hub](#) and the [Climate Hub](#).

- The CRUNCH Hub covers issues around conflict and fragility, including humanitarian policy, peace and justice, safe migration and human rights.
- The Climate Hub specialises in climate action and supporting a just transition.

We have a close-knit team of 22 working both remotely and from our canal-side office in Hoxton, London, and a wider network of fellows and associates around the world. The working environment is informal, but the intellectual pace is challenging. We offer our staff the opportunity to work with leading thinkers in international development and sustainability, and to apply their analytical skills to pressing global challenges.

About the position

We're looking for a proactive, independent thinker to join our team as an analyst Intern, for a **6-12 month basis (depending on availability)**. The intern will work on a range of assignments primarily supporting evaluation and research services across the company, including the Climate Hub, working on the response to the urgent global climate crisis including through delivering research, evaluation, strategic planning and policy advice.

The work will include providing analytical/research support across Agulhas' portfolio of projects, bids, communications and organisational projects such as the Unlearning Agulhas Project. A detailed breakdown of potential duties can be found below in 'requirements'.

A work plan with outcomes and achievements for the duration of the Internship will be jointly curated with you, based on your interests and the needs of the organisation, giving you the opportunity to learn how the sector works.

The position falls in our £21k salary band, with the potential to be promoted to a full-time analyst position at the end of the internship. Whilst we operate a hybrid working environment, we look forward to the intern coming into the Agulhas' London office at least 2 times a week.

Personal specification

To succeed in this role, you will have well-developed research and critical thinking skills, with a broad understanding of current issues in international development, climate change **and/or adjacent sectors based on your educational and extracurricular experiences**.

You will have a talent for collecting and analysing both quantitative and qualitative data from a wide range of sources. You should be an excellent communicator, both in writing and verbally, able to present complex ideas clearly and succinctly, and advance and defend arguments.

You will be an excellent team player with a proactive and enthusiastic approach to work, the maturity to interact with clients and partners, and able to take on a wide variety of tasks with a “can-do” attitude. You will be keen to learn and willing to turn your hand to new and familiar tasks.

REQUIREMENTS

ESSENTIAL

- At least a Masters-level degree including climate, environment and international development with demonstrable research and analytical skills (‘grade pending’ is acceptable)
- Familiarity with key concepts, practices and debates in the international development and climate fields
- A high level of skill in written work and excellent attention to detail
- Competency in using a variety of standard computer and cloud-based software packages (e.g. Microsoft Office Suite), as well as social media.

Research and project support

- An ability to take clear, accurate and succinct notes from meetings and interviews
- An organised and thorough approach to supporting projects, for example by helping to set up meetings, round tables and focus group discussions, setting up relevant libraries of resources on specific topics, helping to run training or other events
- An ability to undertake a range of research and analytical tasks, including interpreting statistics, presenting quantitative and qualitative analyses and summarising documents
- Familiarity with a range of qualitative and quantitative research methodologies, and an understanding of basic monitoring and evaluation concepts
- A lively interest in global issues and policy debates, particularly climate
- An ability to work innovatively, showing a flexible, adaptive mind-set
- Ability to deliver quality work to a tight timeline.

Other attributes

- Effective teamwork, including supporting other team members
- A professional manner with team members and clients
- A proactive work ethic with an ability to manage competing priorities and strong time-management skills
- The right to work in the UK.

DESIRABLE

- A period of time working (paid or volunteering) in developing countries in the international development or humanitarian sector
- Experience on graphic design packages such as In-Design
- Knowledge or experience of foundations, civil societies or NGOs
- Knowledge of an additional language e.g. Arabic, French, Spanish or Portuguese.

BEHAVIOUR

The following behavioural standards are expected in this role. You will:

Be ethical

- Model [Agulhas' organisational principles](#)
- Display the highest standards of public conduct
- Identify, disclose and manage any conflicts of interest
- Treat others justly and fairly.

Be professional

- Maintain high standards of skill, care and diligence in professional activities
- Invest time in learning and personal development
- Take responsibility for your own performance and behaviour
- Act as an advocate for Agulhas, both internally and externally
- Be goal oriented, prioritising activities under guidance from the Leadership Team
- Set challenging but achievable goals and performance standards for yourself and others
- Learn from successes and mistakes, encouraging the culture of learning in the organisation.

Be independent

- Encourage rigorous discussion and diverse views to prevent and dispel 'groupthink'
- Adopt an inquisitive approach and actively question assumptions and test propositions
- Be willing to challenge the status quo and historical ways of doing things.

Be self-aware

- Demonstrate social and cultural awareness and an ability to relate well to a diverse range of people
- Support colleagues and exhibit loyalty to the team and the company
- Display empathy and respond appropriately and sensitively to the emotions of others
- Demonstrate efforts to explore, understand and limit your own biases and preconceptions as well as those of others.

Application instructions

- Application process and deadline: Please complete the [application form on google forms](#) and attach a CV (maximum length 2 pages) by **Monday 25th July 2022, 10am (British Summer Time)**.
- Internship start: We anticipate that the internship will begin in August-September 2022, to be decided with the successful candidate.
- Equity: Agulhas is committed to providing an inclusive and accessible application process to all candidates and is actively working to improve equity in the global development sector. If you require adjustments to any part of the selection process, please do not hesitate to contact us at sanum@agulhas.co.uk, and we will work with you to identify adjustments that will allow you to perform at your best.