



Job Description for International Intern – Research

Post Title	Research Intern
Location	Retrak, Ethiopia
Responsible to	Country Director
Responsible for	Completing a research paper on a given topic including literature search, collecting data, analyzing data and writing a report
Purpose of Job	1. To complete a small research project (as determined by Retrak Ethiopia Country Director)
Key Duties and Responsibilities	<ol style="list-style-type: none"> 1. Collaborate with Centre Manager, Head of Outreach and Head of Social Work Complete a literature search on the topic 2. Collect and analyse data from the Retrak beneficiaries, files or database 3. Write up report including conclusions and recommendations for action
Policies and Procedures	<ul style="list-style-type: none"> • Work within Retrak’s policies including Child Protection, Equal Opportunities and Health and Safety policies
General Occupational Requirement	<ul style="list-style-type: none"> • Attend and contribute to staff meetings, staff retreat/days away as they arise • Be able to understand and sympathise with the Christian ethos of Retrak and to promote that ethos when called upon
Qualifications and Personal Attributes	<ul style="list-style-type: none"> • Undergoing training in research or social sciences • Experience working with vulnerable, disadvantaged children desirable
Retrak Vision & Mission	<p>Our Vision: To see street children realise their full potential and worth.</p> <p>Our mission: To enable street children have an alternative to life in the streets.</p>