

*Do you want to develop your potential? Tackle the world's toughest problems? Leverage your passion for global development to create sustainable impact? Join SEEK Development as a **Donor Tracker Working Student**.*

About SEEK and the Donor Tracker

SEEK is a strategic and organizational consulting group dedicated to global human development and social impact. We are driven by the aspiration to strengthen the system of global development as a whole, as well as the key actors shaping it so that they are best positioned to collectively tackle the world's toughest problems. We work mainly in the fields of global health, education, development finance, global financing architecture for development, humanitarian assistance, and donor analytics. SEEK's portfolio of services includes strategy and policy development, organizational effectiveness and change management, leadership and governance, programmatic evaluations, and strategic advocacy.

As part of our work, we run the Donor Tracker platform. The Donor Tracker, funded by the Bill & Melinda Gates Foundation, seeks to unlock advocacy potential in 14 major OECD DAC donor countries by providing advocates for global development with free access to high-quality strategic information to support their work. Covering about 80% of the world's ODA, it provides insights on strategic priorities, funding trends, decision making, budgeting, and an outlook into future spending priorities.

*To strengthen both our Donor Tracker editorial & communications work and our social media footprint, **we are looking for a Donor Tracker Working Student** to work a maximum of 20 hours per week.*

About your role

By combining your analytical and writing skills with a passion for impact, you will play a key role in supporting the Donor Tracker editorial & communications team.

Your main responsibilities:

- Draft and edit weekly updates from consultants in 14 countries on major political events in the development space to be compiled in a weekly report, disseminated to over 1,000 subscribers
- Leverage Donor Tracker social media strategies on Twitter and LinkedIn and help develop ongoing campaigns
- Support Donor Tracker team with ad-hoc tasks as needed

About You

You are passionate about global development and social impact and believe in the power of cutting-edge analysis to support winning advocacy strategies. You want to exercise thought leadership in analyzing and writing about policy and funding trends of major donor countries. You are able to communicate complex ideas and findings concisely to an informed audience. You enjoy working in a team that drives the delivery of innovative and results-oriented solutions and are a committed self-starter, with an entrepreneurial spirit and strong qualifications:

- Native English speaker with previous professional experience in editorial or communications
- Well-organized, independent worker, highly attentive to detail
- Digital native with experience using social media platforms for business and implementing professional campaigns
- Student earning an advanced degree in political science, international relations, economics, or related field, with a strong understanding of the broad global development agenda, including the SDGs
- Work experience in a political organization, NGO, think tank, or consulting firm an asset
- Sectoral expertise on global health, education, gender equality, nutrition and/or agriculture an asset
- Experience with graphic design tools, such as InDesign, an asset

What we offer

- Unique chance to drive social impact in a fast-growing global development consultancy with an entrepreneurial spirit
- Hands-on mentorship and training to develop your potential
- International work environment and clients
- Passionate, dynamic, and values-driven team of colleagues in constant search of excellence
- Career development opportunities

Join our team!

Piqued your interest? To apply, please submit your application (cover letter, resume, references) to recruiting@seekdevelopment.org with "SEEK- Donor Tracker working student/+[your surname]" in the subject line. Please note your earliest possible start date. We will screen applications on a rolling basis; selected candidates will be invited for a multistage interview process including an editorial task.

The selected candidate will begin as soon as possible and work through December 2020 (with the possibility to continue based on performance and organizational demand). The position is paid.

For further information about the role or application process, please contact [Kalila Jaeger](mailto:Kalila.Jaeger@seekdevelopment.org) via Kjaeger@seekdevelopment.org.