

TRICKLE UP

Monitoring and Evaluation Internship

Trickle Up is looking for an intern in the field of Monitoring, Evaluation and Research (ME&R) who is a critical thinker, solutions-oriented, and dedicated to social impact to support our activities in one of the regions where we work (Africa, Asia or Central America). As a member of our ME&R Team, the intern will gain valuable experience in M&E and global poverty reduction and the chance to work with a committed, skilled and fun team members. Trickle Up provides a friendly and flexible work environment. It is highly preferred that the intern be based at the Headquarters, in New York City, but remote working arrangements will be considered depending on the skills of the applicant. This is an unpaid internship position.

Scope of work

With direct oversight from the Senior M&E officer and periodic meeting with the Senior director of M&E and research, the intern may be involved in on or more of the following activities:

- Assist with the revision of an M&E guide for TU's Graduation programs and technical assistance.
- Assist in revising M&E tools.
- Assist with data cleaning, management, and quality control.
- Analyze quantitative data to assess program performance, including longitudinal data, and running and interpreting correlations.
- Analyze qualitative data from interviews, focus group discussions and any other qualitative materials to assess program implementation and participants' perception and satisfaction.
- Assist in writing and editing reports and memos to make quantitative and qualitative data easily understandable to general audiences.
- Support the organization of the global M&E team meetings.

Learning objectives

- Gain exposure to the economic development and poverty alleviation field.
- Acquire knowledge related to best practices in planning and implementing M&E activities.
- Gain professional experience in working collaboratively to complete M&E activities.

Requirements

- Have a relevant graduate degree (or be currently enrolled in a graduate program or have equivalent relevant experience).
- Have excellent writing and rigorous analytical and critical-thinking skills.
- Have advanced quantitative and/or qualitative skills.
- Enjoy working collaboratively and with
- minimal supervision.
- Be able to commit between 3-6 months, at least 15 hours per week.
- Be able to use technology in M&E field is a plus.
- Be fluent in French and/or Spanish is a big plus.

Application procedures

Please send the following documents to Biesse D. Soura at bsoura@trickleup.org:

- Cover letter
- Resume, and contact information for two academic or work references
- One (1) writing sample in English (max. 5 pages)
- Please indicate "M&E Internship Application" in your subject line.

Applications will be considered on a rolling basis. Applicants with the required skills will be contacted for interviews; please do not call. Thank you for your interest in Trickle Up!