



CALL FOR APPLICATIONS FOR GRADUATE INTERN

1.0 BACKGROUND

Centre for Youth Empowerment and Civic Education (CYECE), is inviting applications from recent graduates to join its Graduate Internship Programme. The internship supports CYECE's Strategic Plan by developing young professionals who will contribute to child rights promotion, adolescent and youth health and wellbeing, youth development and empowerment, research, advocacy, communications, monitoring and social enterprise initiatives

2.0

CYECE aims to recruit Graduate Interns to be based in, Lilongwe, Machinga, Zomba, Rumphi, Salima, Kasungu, Mchinji, Dowa and Mangochi offices. The Graduate interns will support the implementation of the organization's programmes and projects across various thematic areas. The interns will work closely with programme staff to gain practical, hands-on experience in programme planning, implementation, monitoring, reporting, stakeholder engagement, community mobilization, and project coordination. This internship is designed to equip recent graduates with professional skills and experience in the development sector while contributing to CYECE's ongoing programme activities. The internship period will run for a of **Twelve (12) months**. Upon successful completion of the internship, outstanding interns may be considered for **permanent employment**, subject to satisfactory performance, organizational needs, and the availability of vacant positions.

3.0 ELIGIBILITY CRITERIA

The ideal candidate must be:

- Recent Graduates and pending graduates in any of the following areas; Social Sciences, Education, Arts, Gender Studies, Project Management, Development Studies or any related field
- Aged 18-25 and residing in any of the stated districts above
- In possession of a National ID and Certificates/Transcripts

4.0 KEY COMPETENCIES

- Strong interpersonal and engagement skills
- Ability to mobilize communities and facilitate dialogues

- Report writing and documentation skills
- Passionate about child rights promotion, adolescent and youth health and wellbeing, youth development and empowerment, research, advocacy, communications, monitoring and social enterprise initiatives

5.0 APPLICATION DOCUMENTS

The interested applicants must submit the following documents:

1. A motivation letter (not more than 500 words) explaining why they are motivated to apply, their suitability for the role, any relevant experience, and how they intend to contribute to Child rights, Youth Health and Wellbeing and Youth Empowerment
2. Curriculum vitae outlining the applicants' academic qualifications, experience and three traceable referees.
3. Copies of certificates/ Transcripts
4. National ID

6.0 APPLICATION PROCESS

The due date for submitting applications is 24th July 2026. All applicants must submit their applications to the following email address vacancies@cyecemw.org

Alternatively, Applications can be submitted to the following address.

The Executive Director

Centre for Youth Empowerment and Civic Education (CYECE)

Off M1 Road, Area 15/6, Gogo Jenala Compound P/Bag B-349, Lilongwe 3.

Applicants must clearly indicate "**Application for Graduate Programme Internship – [Residing District]**" in the subject line of the email or on the envelope. For example: **Application for Graduate Programme Internship – Machinga.**

Applications may also be hand-delivered to the nearest **CYECE District Office**, where they will be received and forwarded to the Head Office for processing.

CYECE is an equal opportunity employer and encourage applications from qualified individuals regardless of gender, ethnicity, or disability to apply.