



## **Internship Opportunity at ANFREL Myanmar Program Office**

### **About ANFREL:**

The Asian Network for Free Elections (ANFREL) is a leading regional network in Asia working on the promotion of democratic elections. Formed in 1997, ANFREL was organized as a solidarity movement working to advance the cause of free and fair elections. At present, it has 26 members from 16 Asian countries. As part of its overall mission of supporting democratization efforts in Asia, ANFREL focuses its work on three major areas: election observation, capacity building, and campaign and advocacy. It takes a holistic approach to achieve its mission, and these programs are designed to complement one another in supporting the advancement of free and fair elections across Asia.

Since ANFREL's establishment, it has carried out 60 election observation missions across Asia. ANFREL draws its strength from its network of Asian civil society organizations. The long-term aim is to build expertise in democratic elections in the region, entrenching a culture of democracy that has emerged from within and is locally developed. ANFREL fosters a spirit of meaningful cooperation and solidarity among its members as it endeavors to strengthen cooperation between them and government institutions in order to overcome the challenges to democracy in Asia.

### **ANFREL Myanmar Program:**

ANFREL Myanmar program focus to ensure that domestic civil society engagement in the country will remain vibrant. Various capacity building programs are planned for Union Election Commission, Civil Society and Media ahead 2020 Elections.

### **Time Period:**

Three months from January, 2020

### **Tasks During the Internship:**

- Assisting ANFREL Myanmar program office for required logistic, finance and administration needs.
- Translating or interpreting statements, documents, websites, news articles (Burmese to English and English to Burmese)
- Report related news in local media on daily basis.

- Coordinate ANFREL activities with local partners, civil society organizations and media when it required.
- Attending and reporting meetings/training outside the office.
- Researching particular thematic issues and compiling documents.
- Other tasks assigned by the program officer.

**Required Qualification:**

- Basic degree or final year undergraduate, preferably in Social Sciences.
- Experience in extra curriculum activities such as sports and student associations.
- Experience in organising or planning meetings/conferences or workshops.
- Excellent level of written and spoken English and Burmese.
- Knowledge of ethnic languages is an added advantage.
- Proficiency in computer such as the internet, email and Microsoft Office
- Ability to multi-task, solve problems, and work in a multicultural team.

**Benefits:**

- Monthly travel allowance.
- Letter of recommendation from ANFREL at the end of the assignment subjected to successful completion.

Please send your CV to [aein@anfrel.org](mailto:aein@anfrel.org)

ANFREL staff will not accept personal phone calls, emails, or messages related to this position vacancy announcement. Only candidates who have met the required experience & qualifications for this position will be contacted for interviews.