Background:
UBONGO is a dynamic, fast-growing Pan-African social enterprise that creates interactive edutainment for kids in Africa, using the technologies they already have. Ubongo International is registered as a 501c3 non-profit in Austin, Texas, with a home office based in Dar es Salaam, Tanzania, business operations in South Africa, and presence in over 5 countries across Africa, working with partners such as International Rescue Committee, HDIF Tanzania, U.S. Agency for International Development, among others. Since our founding in 2014, Ubongo has earned a solid reputation among our partners and is a well-regarded and trusted brand by kids, parents and stakeholders alike.

We entertain kids to LEARN & LOVE LEARNING! We are the creators of popular edu-cartoons watched by over 5.1 families weekly in East Africa, Ubongo Kids and Akili and Me.

Objectives of the Internship
The team is looking for a creative and curious Business Intelligence Intern with the ability to deliver meaningful insights, strategic perspective, and actionable recommendations. Our Business Intelligence efforts are a crucial part of driving business, product, and operational decisions by providing rich data, strategic insights and analytical products. We are looking for an intern who is passionate about data and entertainment, who thrives in a dynamic, and fast-paced environment.

As a member of our team, you will utilize your technical and analysis skills to assist our edutainment business stakeholders in understanding content discovery on Ubongo Impact and Toolkits Platform (beta), through the development of reporting tools and analyses. To learn more about our company culture and our expectations, here are our Ubongoers’ Principles.

Reporting & Supervision:
The intern will work under the direct supervision of the Strategic Partnerships Lead and in collaboration with the rest of the members of the Business team, at Tanzania HQ, and South Africa.
**Expected Outcomes**
How can you make a difference?

The intern is expected to provide operational and technical assistance in the following:

Support the delivery of activities and other commitments under the partnerships & grants portfolio:

**Market Research & Strategy:**
- Support in optimizing business analytical tools and conducting research into market areas or with regional focus pertinent to proposal development and business development efforts to understand various partnership profiles, keep abreast of trends and funding/partnership opportunities that Ubongo can access. Partner with fundraising leads to ensure all needed tracking is in place to conduct reporting.

**Event Organization and Execution:**
- Assist in the organization and execution of events to create awareness and interest around our work and impact to drive lead generation. Specific tasks may include: development of event agenda, overseeing the preparation of event materials (e.g. background papers, key publications, videos/media products), managing invitations and participant list, logistics and liaising with/acting as a focal point for event participants.

**Research and Development:**
- Conduct supplementary research in support of project activities, including assisting with report writing and editing, liaising with key technical leads/focal points and ensuring that grant activities are on track.

**Expected results**
- Develop a fundraising reporting tool that the executive team can use to help optimize business, product, and operational decisions
- At least one U.S. stakeholder event organized
- At least one partnerships-related report completed
Benefits to Intern

- This internship will complement current academic training and provide exposure to the global development agendas.
- The intern will expand existing skills in business development, market research, technical writing, organizational and communication experience.
- This internship will provide the chance to test out potential career choices in the area of Early Childhood Development (ECD), communications and knowledge management, by gaining real-life experience in a culturally diverse international organization.

Location
The internship will be based remotely in the U.S. (in either Washington, DC, New York, California or Texas) and it is not expected that the intern will travel during the assignment period.

Duration
This will be a part-time internship and the duration will be for 3 to 6 months (maximum allowable 26 weeks)

Logistics
This is an unpaid internship and can also be for university credit if it meets your university’s guidelines. There is no expectancy of employment at the end of the internship. Ubongo Interns without external funding may receive weekly travel reimbursement.

Qualifications
- Intern must be enrolled in an undergraduate, or graduate program
- Familiarity with the field of ECD, global health or education
- Ability to learn quickly, independently, and adapt to changes
- Strong communication skills
- The ideal intern has a proven track record of:
  - Building dashboards, automating reports and providing insights
  - Comfortable with experimentation design, data mining, statistical modeling, and user segmentation
  - Provide effective presentations and distill complex information into simple visuals and decks for major stakeholders