

CLINIQUE JURIDIQUE HIJRA / HIJRA LEGAL CLINIC Grant Writing - Internship Description

The Hijra Legal Clinic

The [Hijra Legal Clinic](#) (HLC) is a non-profit Moroccan association that provides free legal aid to asylum seekers in Morocco at all stages of the asylum procedure. The HLC also defends and advocates for the rights of migrants, asylum-seekers and refugees, and seeks to promote academic research and training on migration and refugee law. The HLC is currently present in three key cities of Morocco, which are Tangier, Rabat and Agadir, with the main office being the one of Rabat.

Grant Writing Internship position

The HLC is currently looking for a Grant Writing intern to work remotely as part of the team, and in direct collaboration with the national coordinator. The internship position is open for a minimum of 3 months and a maximum of 6 months. The intern will have the opportunity to access a training module on asylum law and refugee status determination.

Job Duties and Responsibilities

In order to expand the scope of the action and activities of the association, the HLC is looking to amplify its resources by establishing a grant and fundraising strategy. Under the supervision of the President and the Coordinator, the Grant Writing intern will be in charge of:

- Assist in developing a grant and fundraising strategy,
- Research and identify potential funding sources,
- Develop narrative content and budgets for proposals,
- Communicate with community-based organizations, international organizations, universities, etc.
- Assist with creation of internal reports,
- Provide administrative support, as needed.

Requirements

- Good understanding of fundraising techniques and of grant writing principles,
- Experience in nonprofit fundraising and/or grant writing, is preferred but not required,
- Understanding of NGOs environment,
- Great attention to detail with strong organizational skills,
- Excellent verbal and written communication skills,
- Ability to work independently and flexibly,
- Familiarity with Microsoft Office programs and Google drive,
- Full professional proficiency in English, and preferably also in French

Application procedure

If you are interested in one of our internship positions, we invite you to submit your interest by filling out the Word document you can find on the website under “comment postuler au stage.” In addition to this document, you will be asked to send your CV as well as your cover letter (max 2 pages) to the following email: coordination.cliniquehijra@gmail.com. Please indicate in the cover letter the internship offer for which you are applying (eg. Internship - Political and advocacy officer), and demonstrate to what extent your skills and knowledge correspond to the offer in question.

For any further information, we invite you to consult our website: <https://www.cjhm.org/devenir-clinicien>