

## Mastercard Foundation Alumni Network Committee

*Do you get excited by the idea of starting something new, with lasting impact?*

*Do you believe in the power of networks and young people to make a difference in your community and country?*

*Can you lead and support a team to tackle challenges and inspire people around you?*

[The Mastercard Foundation Alumni Network](#) is an ambitious group of young people creating youth-led communities across the continent and establishing Alumni Chapters in countries where the Foundation has offices. The first Mastercard Foundation Alumni Network chapters were established in [Ghana](#), [Rwanda](#) and [Uganda](#) in March 2020 to serve for one year (12 months). Mastercard Foundation alumni are bound together by shared values of service and giving back. Our goal is to build a thriving network of transformative leaders contributing to social and economic transformation in Africa, at national, continental and global levels.

We are looking to select cohort II of the alumni leadership committee to pick up the baton from the outgoing leadership and drive the vision and activities of alumni chapters in Ghana, Rwanda and Uganda. These committees facilitate the network to drive social change, connecting people and opportunity.

As a voluntary committee member, you will receive a stipend, professional development opportunities and be part of a dynamic leadership team. There will be compensation for any out-of-pocket expenses from participating in the committee activities. Details of this to be discussed during the on boarding into the role.

### Key roles for the Mastercard Foundation Alumni Network Committee

The Alumni Network committee convenes and engages members of the wider Mastercard Foundation network to strengthen the relationship between individual youth and the partner organizations they come from. In addition, the committee is responsible for setting the network priorities, working collaboratively with the Foundation staff and partners to provide meaningful opportunities to young people in the network. We are looking for team members who can serve in the following roles; Communication Lead, Events Lead, Finances Lead, Partnerships Lead, Community Engagement Lead, Monitoring and Learning Lead.

### Skills

We are looking for a diverse range of applicants with a mix of different skills and backgrounds, not least from various programmes supported by the Foundation, locations, countries of origin, gender and ability. These roles are well suited for anyone with one or more of the following skills:

- Can communicate well in person and in writing; from writing project proposals, to managing social media posts; event organising and delivering presentations, to one-to-one networking
- Can build, lead and manage a team of young people
- Has negotiation and influencing skills, and can listen to others around you

- Is highly organised, works well in a team, and has a proactive approach
- Has budgeting, or financial management skills
- Is a strategic thinker and enjoys operational level detail

### **Deliverables**

As part of the committee, you will be expected to do the following –

- Engage different stakeholders especially members of the alumni network to set the network priorities for the 12-month (committee term) and implement the plan (i.e. activities, deciding on roles in the committee, and preparing budgets)
- Mobilise and engage alumni from across the chapter, through events, activities, sharing of opportunities, mentorship etc
- Build on and refine the governance structure of the committee (i.e. management, processes and procedures that guides the network)
- Ensure the network is as inclusive and diverse as it can be; think about which people represents your community, now and in the future
- Actively engage alumni across the network; reaching out to them, and ensuring their voice is at the centre of all decision making
- Embed data collection and management processes from the beginning – what do you need to be able to communicate your success?
- Build and use created MEL framework to measure the impact the committee has had
- Plan for and manage the next committee recruitment in 2022, and then train and mentor this group; this is likely to be influenced by what you have learnt and how you would do things differently
- Work collaboratively with your peers, alumni, young people, and the Mastercard Foundation staff team and partners

### **You'll love this role if you...**

- Feel excited about working in a 'start-up' type environment, and have an entrepreneurial spirit
- Believe in the power of young people to drive change in your community
- Enjoy building communities and networks around young people
- Feel energised supporting and inspiring the people around you
- Are visionary and can mobilise a team
- Think creatively, critically, and strategically to address the key challenges in your community
- Are keen to gain new skills and be exposed to different experiences that will help your overall professional development
- Are committed to social transformation
- Enjoy learning and developing through tackling new challenges
- Want to develop your leadership skills
- Are a keen volunteer, who will enjoy varied training and development opportunities

### **Application process**

**Does this sound exciting? We hope so!**

Please apply by 23:59 on Sunday March 21<sup>st</sup>, 2021 through the application portal – <https://mcfalumni.smapply.io/>

**Before you prepare and submit your application, please read the following carefully**

To be eligible.

- You must be a former recipient of support from the Mastercard Foundation, either directly or through partners, such as scholarship or business entrepreneurship training, and will reside in Ghana, Rwanda or Uganda for the duration of the commitment starting from April 2021.
- Be between the ages of 18 and 35
- The commitment length is 12 months; with a maximum dedication of 16 hours per month

Application process;

- The application should be written in English/the video should be spoken in English
- If you choose to record a video instead of writing answers to the questions in the portal, please record and upload this to a private YouTube channel and send us the link in the dedicated area of the application portal. Make sure that your voice is clear by listening back to it once you've recorded it and before you submit it.
- After the application deadline has passed, your application will have 2 rounds of assessment before we make a decision on who to shortlist for interview. The interviews will be online. The proposed interview dates are mid-April 2021, and the mandatory orientation training will be in the beginning of May 2021. If you are unable to make the orientation training dates, we are unable to progress your application.
- If shortlisted, you will have an online interview.
- If you have any questions about the application process, or the role, please email [mcfalumni@mastercardfdn.org](mailto:mcfalumni@mastercardfdn.org).