



## **Projects Manager**

### **Who we are**

The Mwezi Foundation donates solar light libraries to schools in Kenya to enable children to do their homework at night. Each light library costs £180 for 15 lights. We also donate home lighting systems to orphanages, which cost about £140 per room.

### **The role**

To manage the different projects we run and will run in schools and orphanages

### **What it involves**

- Develop a file for each school or orphanage we support
- Keep details of visits, including photos and case studies, carried out by Elizabeth or our other local workers
- Feed information through to our social media channels – FB, Twitter, Instagram and our website

### **Why you should consider this role**

- This is a voluntary role, largely because we are a very small charity which is still growing.
- You would be able to work the hours that suit you, probably only a few hours a week, possibly nothing during the school holidays.
- Once you have caught up with our existing projects (there are about 14, I think), it shouldn't take much to keep on top of the information, although we are hoping to expand.
- It's a really rewarding charity to be involved with. The pupils receiving the lights benefit directly and see their lives transformed as they can put the hours in to complete extra studies for their exams. And the children in the orphanages benefit hugely from having rooms which are lit at night, which also enables them to do their homework.
- The Mwezi Foundation is looking to grow over the years so you could be in near the beginning. You would also be able to help with decision making as we donate more light libraries and home lighting systems in the future.
- This role is very flexible and provides some continuity on a CV if you are in between jobs, perhaps with family responsibilities. For those starting out on a career, this would provide valuable work experience.

### **Next steps**

- Please have a look at our website <https://mwezi-foundation.org/> (still in development) to find out a bit more about us.
- Please contact me with any questions or to apply for the position, including a bit about yourself, your background, any interest in Africa or development work or education and why you are interested in the role.

Claire Paye

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