



## Announcement

Fixed-Term Internship: Until 31 December 2016

### Rapporteur Intern to document stakeholders' perspectives and resilience assessment process in the Olifants River Basin

AWARD, Hoedspruit, Limpopo

#### Overview of AWARD and RESILIM-O

This opportunity is offered through the Association for Water and Rural Development (AWARD; [www.award.org.za](http://www.award.org.za)) under the RESILIM-O programme. AWARD is a research-based NGO that has had a 15-year focus on water resources policy, management and livelihoods. More recently we have an increased focus on biodiversity. We work on systemic and social learning approaches to water issues at local and catchment-scales nationally and internationally, mainly water-sharing between South Africa and Mozambique.

AWARD was awarded a 5-year grant from USAID to implement the RESILIM-O programme (Resilience in the Limpopo Basin – Olifants River Basin). The objective of the programme is to *improve trans-boundary management of the Limpopo River Basin resulting in enhanced resilience of people and ecosystems*. This will be addressed through:

1. Reducing vulnerability to climate change through improved water resource management;
2. Conserving biodiversity and ecosystems; and
3. Building stakeholder capacity to undertake and sustain (i) and (ii).

We focus specifically on the Olifants River Basin which is a major tributary of the Limpopo River and an international watercourse shared between South Africa and Mozambique.

#### Opportunity description

In the third year of the research phase, AWARD will continue building a collaborative and systemic picture of natural resources in the Olifants River Basin as a basis to strengthen natural resource management to build resilience. Stakeholders from a variety of platforms and diverse socio-economic backgrounds are being engaged to co-construct the systemic picture of their catchments through the Resilience Assessment Process (RAP). There are multiple stakeholder engagements in the RAP, where various tools and approaches such as VSTEPP (a tool for obtaining contextual information on stakeholders' value, social, technological, economic, environmental and politico-legal characteristics), mirror-back, risk assessment, scenarios and resilience assessment are utilised. The Rapporteur Intern will attend these stakeholder engagements and other meetings core to the RESILIM-O programme to document stakeholders' perspectives and perception, as well as all observations and information relevant to the RAP and RESILIM-O.



During stakeholder engagements, multiple languages – native to South Africa – may be spoken and some will be translated into English by native-speaker(s). Additionally, technical information resulting from research on drivers of change to the natural resources in the Olifants River Basin may be shared in these meetings. These drivers range from climate change and the political economy to mining, agriculture and waste water treatment works. The Rapporteur Intern must be able to work with the facilitator(s) and translator(s) to capture all relevant information shared in these engagements and other meetings (*meetings* collectively) core to the RESILIM-O programme and observations.

The Rapporteur Intern must be able to prepare formal reports to document all information captured through participant observations within a couple of days after each meeting. The reporting process includes cleaning up and verifying of the notes taken at meetings. The Rapporteur Intern may also need to match certain narratives to specific photographs taken at the meetings and working with translator(s) post-meeting to translate all the information into English. The formal reports are detailed recording of what took place and what was shared at the meetings, as well as data for qualitative analysis. Therefore, accuracy and thoroughness are critical. The Rapporteur Intern will also set up and maintain a database of all the reports and SORT notes.

Location and duration: The position is based at the AWARD offices in Hoedspruit, Limpopo Province, close to the Kruger National Park. The expected duration is two years or 24 months.

Skills required: Active listening skill – ability to listen to what is being said in great detail and objectively for discourse analysis; ability to capture communication and observations rapidly in a word processing software such as Microsoft Word; keen observation skill; excellent English written skills and report writing; ability to work in teams; show initiative in terms of understanding and responding to research needs; ability to think logically and systemically to set up database; and attention to details.

Qualifications: An undergraduate degree with Honours in a social science or journalism that provides training on participant observation or similar qualitative research method that requires active listening and note-taking is a minimum requirement. Preferably a familiarity or experience with natural resource management. A master degree, work experience and multiple language skills will be an added advantage.

#### Tasks for the position

Tasks for this position may include the following:

- Support planning for stakeholder engagements for RAP and other programme meetings
- Take detailed notes during stakeholder engagements and other programme meetings
- Sort and organize notes and photographs taken
- Prepare formal reports or documentation from the notes taken
- Set up and maintain a database of notes, reports and other documentation related to the meetings
- Assist with presentation of reports
- Plus any duties as assigned by the project manager or senior research assistants



Key competencies required for this post:

- Active listening skill
- Attention to detail and high level of accuracy in note taking
- Fluency in English (read, write and understand)
- Proven computer literacy and ability to take note rapidly with a word processing software
- Familiarity with qualitative research methods
- Prepared to travel
- Ability to engage with a wide range of stakeholders and sectors
- Organisational skill
- Teamwork and collaboration
- Adaptability
- Show initiative in terms of understanding and responding to research needs
- Interest in water and in participatory systemic approaches

Internship Duration: Contract expires on 31 December 2016.

Closing date for applications: 5<sup>th</sup> June 2015

Application guidelines: Candidates who meet the above requirements should forward their motivation letters and CV's, including at least three names of contactable referees to Kelvin Chabala via email: [kelvin@award.org.za](mailto:kelvin@award.org.za).

Please clearly indicate in your application the following reference: "Rapporteur Intern"

Applicants that have not been contacted by the 30<sup>th</sup> June 2015 must be considered unsuccessful.

**AWARD is committed to fair recruitment and selection practice and shall not discriminate on grounds of race, gender, sex, pregnancy, marital status, family responsibility, ethnic or social origin, colour, sexual orientation, age, disability, religion, conscience, belief, political opinion, culture, language and birth.**

*AWARD reserves the right to withdraw this advertisement at any time or choose not to fill this internship or to employ from within the organization.*