

# SCOPE OF WORK FOR THE MICROINSURANCE INTERNSHIP

## 1. About FSDT

The Financial Sector Deepening Trust (FSDT) was incorporated in Tanzania in July 2004. The FSDT's overall aim is to develop a deeper financial system that can provide greater access to finance for more Tanzanians. Among its other objectives are to:

- Provide funding to support the development of new financial products that address the needs of poor households and micro and small enterprises.
- Support improvement in the policy, legislative and regulatory framework affecting delivery of services.
- Support initiatives aimed at improving financial market integration and access to wholesale forms of finance by financial services providers addressing poor households and micro and small enterprises.
- Support initiatives aimed at enhancing the supply of appropriate business services to financial service providers in Tanzania.

## 2. About the Microinsurance Internship

The Microinsurance internship at FSDT is a great opportunity for anyone trying to begin or develop their career in the Insurance industry as a market facilitator.

The Microinsurance Intern (M-Intern) will learn and be exposed to:

- Real world knowledge of working with key insurance industry players, and managing activities
- Hands on strategizing and planning of various projects
- Project facilitation and coordination

## 3. Overview of the Internship

<b>Job title</b>	Microinsurance Intern (M-Intern)
<b>Reporting line</b>	Head of Insurance Theme
<b>Location</b>	Dar es Salaam – FSDT Office

<b>Duration</b>	3 months (option for renewal based on performance and mutual agreement)
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#### 4. Core responsibilities

1) To coordinate the work done by the various Consultants

The theme expects to have a total of five consultants overseeing the various projects. The consultants for the various projects have set targets and timelines for the various tasks to be completed.

The M-Intern will be required to review and advise the theme head on the progress, challenges/successes and make recommendations.

2) To organize the activities within the various interventions

The M-Intern will be required to work either independently or with other FSDT themes (SME Finance, Digital Finance, Agriculture and Rural Finance, Research), including Communications team, in order to plan and organize various events/ activities/ interventions in line with the financial year calendar.

3) To collaborate with the FSDT themes

To work closely with the various themes and Communications in order to explore areas of synergy.

4) Innovation and distribution channels

To work closely with the Microinsurance Consultant on exploring how mobile and digital innovations can be used as channels to contribute to the development of new products and the number of financially included individuals in the country.

5) To support the Theme Head with the execution of the various theme projects

To support the theme head with the execution of the projects - administration, reporting and monitoring & evaluation (M&E). This support will contribute to the effectiveness of the theme and the achievement of the set key performance indicators (KPIs) in line with the approved annual business plans.

#### 5. Other responsibilities

To take on additional tasks that are aligned to the theme and organisational targets in order to ensure the achievement of the overall FSDT goals.

To submit monthly reports of the activities/interventions undertaken and progress updates against set targets. This report will be utilized to assess and monitor the M-Intern's overall performance throughout the three-month duration.

## **6. Qualifications**

Recent graduate in Insurance and Risk Management or junior level professional with a diploma/degree in Finance or a related field.

Must be highly motivated, organized, eager to learn, and have excellent interpersonal skills

Must possess good communication skills in both English and Swahili.

## **7. Compensation**

This is a non-paid internship; however, the M-Intern will receive a daily allowance for food and transportation as per the FSDT rate, which will be revealed to the successful candidate.

## **8. Evaluation process**

Kindly note that only short-listed applicants will be contacted.

## **9. Submission deadline**

- CV/Resume (no longer than 3 pages), including 3 professional/character references
- 1 page cover letter outlining the reasons why you are best suited for this internship

**Please submit the above documents by 27<sup>th</sup> November 2017 to [info@fsdt.or.tz](mailto:info@fsdt.or.tz) with the subject line: Microinsurance Internship-FSDT.**