Dear Brothers and Sisters in Christ,

**INTERNSHIP ANNOUNCEMENT**

Receive greetings from All Africa Conference of Churches (AACC) Secretariat.

It is my sincere hope that the Grace of God is and has been sufficient to your families and congregations.

The AACC is looking for two (2) interns to work in the Library, Documentation and Archives for a period of 1 month.

We kindly request you to share the information with your respective networks. We look forward to receiving through your good offices the names, qualifications and recommendations of such candidates for this post.

Your cooperation and earliest response on this matter will be greatly appreciated.

Yours faithfully,

REV. DR. FIDON MWOMBEKI
GENERAL SECRETARY
ALL AFRICA CONFERENCE OF CHURCHES (AACC) – INTERNSHIP ANNOUNCEMENT

Background: The AACC is a fellowship of 198 Member Churches and Christian Councils in 42 African countries. The organization has its Secretariat in Nairobi, Kenya and a network of Offices in Lome, Togo and Addis Ababa, Ethiopia. AACC has a Liaison Office attached to the AU in Addis Ababa.

POSITION: INTERN – LIBRARY, DOCUMENTATION AND ARCHIVES

Responsibilities:
1. Helping identify the value of materials in the library and archives
2. Processing of the collection, including physical arrangement (sorting, boxing and labeling)
3. Inventory and describing of materials

Requirements:
1. Active participation as a member in good standing of AACC member church.
2. A graduate or student with a background on communication, library and archives.
3. Good communication and organization skills

Work Station: AACC Secretariat, Nairobi - Kenya.

Effective Date: October 5, 2020

Applications should be accompanied by:
- A Cover Letter.
- Detailed Curriculum Vitae
- Certified copies of both academic and professional qualifications.

Interested candidates who meet the above criteria should send their applications to:
THE GENERAL SECRETARY
ALL AFRICA CONFERENCE OF CHURCHES
P.O. BOX 14205 – 00800 WESTLANDS,
NAIROBI - KENYA
E-mail: secretariat@aacc-ceta.org / christine@aacc-ceta.org

Deadline for Submission:
The deadline for submission is September 20, 2020
Only short-listed applicants will be contacted.