



Job posting:

Title: Tujenge Fellow

Division: Tujenge Scholars Program

Location: Bujumbura, Burundi

Term: August 2022 – December 2022

**Application Deadline: June 3, 2022**

To apply, a resume, cover letter, unofficial transcript (for recent graduates only), standardized test scores, and 1-2 page writing sample should be sent to [careers@tujenge.org](mailto:careers@tujenge.org).

## **The Foundation**

The Tujenge Africa Foundation (TAF) is a U.S.-based 501(c)(3) non-profit organization with operations in Africa's Great Lakes region. "Tujenge" comes from a Swahili verb meaning to build or construct. Our goal is to build African capacity through quality, innovative, and boundary-pushing education. TAF will help boost the potential of the poorest and most marginalized in the African Great Lakes region through development initiatives that focus on education, dialogue, and economic advancement. TAF has begun its initial phase of operations in Burundi, while maintaining a long-term vision of providing the same opportunities in the Democratic Republic of the Congo, Rwanda, Uganda, Tanzania, as well as in other conflict-ridden nations in Africa.

## **Vision**

Our vision at the Tujenge Africa Foundation is an African continent where nation-building efforts, especially in post-conflict states, champions quality, affordable education—as well as training in leadership, entrepreneurship, and peace-building—for all youth.

## **Mission**

Through its diverse portfolio of initiatives, Tujenge Africa Foundation strives to create thriving educational centers of thought and inspiration to transform post-conflict youth into innovators, leaders, entrepreneurs, and peace agents in their communities.

We seek to create empathetic institutions that truly understand the plight of impoverished people, as well as anyone who might experience discrimination or



marginalization based on ethnicity, gender, sexuality, ability, religion or creed, and area of residence.

### **Tujenge Scholars Program**

Tujenge Scholars Program is the flagship initiative of the Tujenge Africa Foundation. Serving 20-30 of Burundi's top high school graduates each year, this gap-year program is designed to prepare scholars for the rigors of elite university education, develop tangible leadership skills, and grow a network of like-minded future leaders. Emphasis is on a liberal arts education, where students are expected to learn a variety of different disciplines. Each student takes courses in English, history and ethical thought, math and miscellaneous science/technology courses. The program begins in mid-January each year and continues for the next eighteen months.

Scholars are selected each fall through an intensive application process. Students are selected based on academic merit and individual diversity. We do not discriminate admissions on ability to pay, rather we expect the majority of our students to come from extremely impoverished backgrounds. We carefully craft a class that is representative of a broad cross-section of Burundian society, with the belief that our students' most valuable lessons will come not from instructors, but from peers.

After completion of the program, students will continue their education at the university level. Students will apply to programs across the African continent and around the world. Upon completion of their university studies, all Tujenge Scholars have committed to return to Burundi for a minimum of two years to work in the sector of their choosing. The explicit aim of the program is to empower, train and connect the next generation of ethical, effective Burundian leaders.

### **Position**

This posting is for a fellowship based in Bujumbura, Burundi. One post-graduate fellowship position is available for the 2023 fall fellowship cycle. The fellow will work alongside program staff to help Tujenge Scholars navigate the university admissions process. The fellow will be responsible for student advising, review of student essays, preparing for standardized tests, and supporting students through admissions and financial aid applications.

This position is envisioned as a post-graduate fellowship opportunity, however any qualified candidate who has already completed a Bachelor's degree or equivalent is



welcomed to apply. Upon completion of the fellowship in December 2019, the fellow may be hired for an open full-time position, depending on fellowship performance and fit for the position.

Tujenge emphasizes personal and professional growth for all its staff, and fellows will have opportunities for career development throughout the fellowship. Fellows interested in careers in counseling, university access, teaching, international development, or nonprofit management will receive hands-on experience and a tailored mentorship experience.

### **Additional Details**

Selection for this fellowship implies a seven-month commitment. Selection does not imply an obligation on the part of Tujenge Africa Foundation to hire a fellow on completion of the fellowship. However, upon successful completion of their fellowship, fellows will be considered for full-time positions for which they are qualified and interested.

Tujenge Scholars Program is operated as a fast-paced start-up. You will be responsible for meeting tight deadlines, maintaining a flexible work schedule and shouldering significant responsibility.

Standard work hours are from 8:00 A.M. until 4:00 P.M. every weekday, with the expectation of significant overtime (including occasional weekends) as projects demand. Vacation allowance includes scheduled school breaks, in addition to flexible time off.

Applicants must be eligible to receive a visa and work permit for employment in Burundi, including all necessary travel vaccinations. Tujenge Africa Foundation will work with fellows once hired to navigate the visa and permit process.

Tujenge fellows will receive a small monthly stipend to offset the cost of life in Bujumbura. Living arrangements, including all meals, will be provided for fellows. One round trip plane ticket between Burundi and the fellow's home country (or current country of residence) may also be provided, at foundation discretion and depending on fellow financial need.

Questions about the fellowship may be directed to [careers@tujenge.org](mailto:careers@tujenge.org).

### **Responsibilities**

- Advising students on university admissions and options
- Mentoring students in essay composition
- Researching scholarship and study opportunities
- Being the point of contact for students admissions and financial aid applications
- Occasional document translation duties

### **Required Qualifications**

- Undergraduate degree in any field
- English fluency
- Strong writing skills
- Willingness to live and work in Burundi full-time

### **Desired Qualifications**

- Undergraduate degree in writing-intensive field
- High SAT or ACT scores
- Experience with admissions processes at elite global institutions
- Intermediate or higher proficiency in French

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