



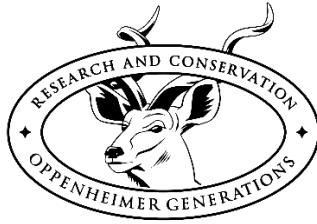
JOB DESCRIPTION

Intern - Oppenheimer Generations Research & Conservation

Oppenheimer Generations represents the global interests of Nicky, Strilli and Jonathan Oppenheimer. We are a diverse community of commercial ventures and not-for-profit organisations. We firmly believe in building sustainable and prosperous societies, through focused engagement across land, people, and cultures.

Oppenheimer Generations Research & Conservation supports, funds, and facilitates national and international researchers to conduct cutting edge research focused on the natural sciences. These are crucial components of the Oppenheimer Family's vision to develop the next generation of researchers. To further develop, expand, manage, and promote a system of sustainable conservation areas which protected biodiversity and heritage assets, through cutting edge research and best practice to ensure continued species and ecosystem functioning to the benefit of all communities. The organisation catalyses targeted research and harnesses dialogue between research and practice to create impact in African landscapes. Our work supports human wellbeing, protects important landscapes, and develops better human-nature relationships for the benefit of the African continent.

Oppenheimer Generations Research & Conservation is inviting applications from young graduates to apply for the **Research & Conservation Intern Programme**. We are seeking an intern to join the team for a 6-month period. The selected candidate will be expected to take up the appointment on the **1st of June 2023**. Preference will be given to Southern African candidates which will be based at Oppenheimer Generations' headquarters in Parktown, Johannesburg. Interns will work directly with and assist the departments staff on a range of projects and activities, some may require foreign travel. A generous all-inclusive stipend per month of R20 000* will be provided. Other work-related expenses may also be covered subject to agreement with the Department.

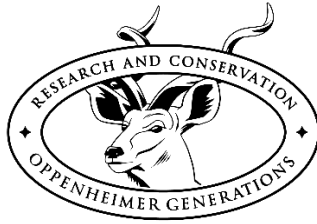


Reporting to, and supporting the **Head of Research & Conservation**, the role will include the following main responsibilities:

- Provide research into specific opportunities and potential research projects to support.
- Attend research events and conferences.
- Attend meetings with the Head of Research and Conservation and provide written feedback.
- Provide a supporting role with existing contacts and manage reporting requirements for current projects and research centres.
- Manage small ad hoc requests from the family.
- Carry out administration and record keeping as required.
- Website and database management.
- Research site liaison.
- Provide assistance on special projects, for example:
 - The Jennifer Ward Oppenheimer Research Grant
 - Tswalu Foundation committee
 - Oppenheimer Research Conference

Requirements:

- Master's degree minimum
- Under 30 years of age
- Southern African citizen
- Demonstrated research capability.
- Excellent written and verbal communication
- Attention to detail.
- Good presentation and excel skills.
- Relationship management experience
- Excellent spoken and written English. African and other languages an asset
- Enthusiastic and reliable, a self-starter who requires minimal oversight and management.
- Able to balance deadlines and pay attention to detail.



- Fluency in all basic IT skills
- Copy-editing and proof-reading skills an asset
- Broad knowledge of research and conservation
- Organised

Submissions:

The applicant will need to send:

- An up-to-date CV with references' details (maximum 3 pages).
- A covering letter – no more than 500 words, outlining your interest in the position and the skills you can bring to bear.
- A writing sample – this can be any piece of work, for example an essay or a published article (500-words maximum).
- The earliest date you would be able to start.
- Details of where you saw the post advertised.

Attributes:

- Hard working
- Team player
- Flexible
- Ethical and discreet
- Passionate about research, sustainability, and environmental conservation

Please address your application to Dr Duncan MacFadyen (duncan.macfadyen@opp-gen.com): quoting 'Research Intern' in the subject line.

The deadline for applications is **10th May 2023**. Owing to the volume of applications, only shortlisted candidates will be contacted. If you have not heard from us by 31 May 2023, please assume your application to be unsuccessful.

** This amount is gross of tax. All applicable taxes will be deducted from this amount.*