



## Join Oyana Kenya (Student-led Community Interest Company)

Join the most impactful start-up at University of Exeter, learn world-class business skills and support women in Kenya!

### YOUR PROFILE

- **Undergraduate or Postgraduate student** at the University of Exeter
- Experience of working in a project is a strong advantage
- Willing to commit **minimum 5 hours/week**
- Commitment to creating a social impact and Oyana's mission
- Strong work ethic and willingness to learn
- Independent thinker - not afraid to take a lead

### WHAT YOU GET

- Paid **trip to Kenya** for most engaged members (6 people every year)
- Regular trainings with [Enactus UK partners](#) such as Unilever
- Mentoring from alumni from Civil Service, McKinsey, OECD and local NGOs
- Freedom to explore different aspects of running a business and gaining better understanding of your career choices
- Boosting your CV

### OTHER INFORMATION

- All roles are **voluntary** (currently 100% of profits is reinvested into enterprise)
- In a year's time option of paid part-time employment

### HOW TO APPLY

- Please send your **1-page CV** on [oyanasoaps@gmail.com](mailto:oyanasoaps@gmail.com) by **30<sup>th</sup> September 2021**
- Optionally you may want to attach a **200-words note** explaining your motivation and how you could contribute
- Chosen candidates will be **invited for an interview**



## ROLES AVAILABLE AND TASKS

### Marketing Officer / Head (depending on level of experience)

#### Tasks:

- Planning and implementing marketing strategy
- Creating content for social media (Facebook, Instagram and LinkedIn) and website
- Engaging with customers
- Networking with national and Kenyan businesses

#### Desired skills / experience:

- Knowledge on the workings of social media and its analytics (incl. programs & evaluation tools, SEO)
- Strong interpersonal skills
- Experience in customer service

### IT Manager

#### Tasks:

- Maintaining and updating Oyana's website
- IT security management/storing passwords and account data
- Managing customer data in line with GDP

#### Desired skills / experience:

- Knowledge of website development with WordPress
- Knowledge of managing company and customer data

### Visual Media Officer / Head (depending on level of experience)

#### Tasks:

- Ensuring coherence of Oyana's brand identity
- Planning and delivering the visual aspect of Oyana's social media content and website
- Product and event photography and videography

#### Desired skills / experience:

- Experience with graphic design platforms (e.g. Canva)
- Knowledge of photo and video editing
- Strong sense of aesthetics

### Finance Officer

#### Tasks:

- Keeping financial records and planning financial strategy
- Writing grant applications

#### Desired skills / experience:

- Drafting and editing applications
- Interest in the financial side of business

### General Project Member

#### Tasks:

- Supporting project in other areas depending on current needs
- Assisting with impact evaluation
- With time, opportunity for specialisation