

Jersey Overseas Aid & CAFOD Programme Associate Placement 2026/27

Introduction

Jersey Overseas Aid (JOA) is partnering with CAFOD to offer a unique opportunity to Jersey residents: an 18-month paid Programme Associate placement.

This scheme is designed as a launchpad for a career in the international development and humanitarian sector — one of the most challenging and rewarding fields to work in. The Programme Associate will gain both global and country-specific experience, equipping them with the skills, networks, and confidence needed to secure a frontline role with an international relief or development organisation.

This is an intensive but highly supported programme designed for people who are interested in pursuing a career in international development and humanitarian action.

This will be the **15th Programme Associate placement** supported by JOA. Previous participants have gone on to work in international NGOs, multilateral organisations, and government aid agencies.

The Placement

The Programme Associate scheme will run for approximately **18 months** (indicative dates: **January 2027 – July 2028**). Reasonable adjustments will be considered throughout the placement to support individual needs, subject to operational requirements.

Months 1–6: Jersey (JOA)

- Employed by JOA, based in St Helier.
- Work alongside JOA's small team, reporting to the Head of Programme.
- Gain exposure to project design, donor processes, grant management, monitoring and evaluation, and humanitarian response.
- Develop an understanding of how aid is programmed and overseen from a donor perspective.

Months 7–12: London (CAFOD)

- Employed by CAFOD, based in London (with some flexibility for remote working from Jersey and periodic visits).
- Opportunity to work in several departments, depending on existing skills and experience. Potential areas of work include:
 - fundraising and communications
 - programme design and reporting
 - proposal writing
 - policy and advocacy
 - impact measurement
- Supported by a line manager and a dedicated mentor to provide professional and pastoral guidance.

Months 13–18: Overseas (CAFOD National Office)

- Remaining employed by CAFOD, based in one of its national offices in Africa or Asia & Pacific (location to be determined according to organisational needs and candidate suitability)
- Following security and pre-deployment training (including HEAT), spend six months working alongside CAFOD colleagues on programme implementation.
- Contribute to project delivery, monitoring and evaluation, and community engagement.
- Gain first-hand experience of various development and humanitarian approaches, while advancing localisation principles.

By the end of the programme, the Programme Associate will have gained the experience, networks and confidence needed to take the next step in their international development career.

Candidate Requirements

We welcome applications from both recent graduates and career changers.

Essential:

- Commitment to pursuing a career in international development/humanitarian work.
- A bachelor's degree, or equivalent experience gained through employment, volunteering or other relevant activities.
- Evidence of relevant skills from employment, volunteering, or study (e.g. project management, people management, healthcare, education, research, or advocacy).
- Strong written, verbal, and presentation skills.
- Ability to manage a varied workload and work effectively with people from diverse backgrounds.
- Good IT proficiency.
- Entitlement to live and work in Jersey (born in Jersey or resident for at least five continuous years).

Desirable:

- Experience working with diverse communities, internationally or within the UK/Channel Islands.
- Knowledge of international development or humanitarian issues.
- Languages other than English.

Other expectations:

- Write blogs and share reflections regularly with the JOA team (approx. twice a month) during the placement.
- Act professionally and represent JOA and its values throughout the placement.

Jersey Overseas Aid and CAFOD are committed to creating an inclusive workplace. We welcome applications from people of all backgrounds and experiences and assess candidates on merit against the requirements of the role.

Salary, Terms and Conditions

- Salary: **£26,520 per annum**.
- Additional accommodation/travel allowance during the London phase (if applicable).
- Holiday entitlement: **25 days per year**, plus public holidays.
- Working hours: **37.5 hours per week** (Monday–Friday). Occasional evening or weekend work may be required, with advance notice wherever possible.
- Entitlements during Phases 2 and 3 (London and overseas) will follow CAFOD's standard policies on working hours, holidays, and staff benefits.
- A formal 3-month probation review will be conducted, alongside regular ongoing contact with JOA, CAFOD managers, and the assigned mentor.

Application process

Please send a CV and a covering letter outlining why this internship is the right choice for you to enquiries@joa.je by **5pm (GMT) Sunday 01 November 2026**. Please clearly mark your application '**JOA Programme Associate**' in the subject line of the email.

Shortlisted candidates may be asked to complete a brief presentation exercise and will then be invited to an **interview in week commencing 16 November 2026**. The final selection of the successful applicant will be a joint decision between JOA and CAFOD.

If you require any reasonable adjustments during the recruitment process, please let us know and we will be happy to discuss how we can support you.

Our plan is for the placement to begin in **early January 2027**, with some flexibility possible for the right candidate.

Privacy

At Jersey Overseas Aid we are committed to transparency and professionalism in all we do. This extends to employee recruitment and data protection. Please ensure you have read and understood [our privacy notice](#) which provides you with information on how and why we collect and use your personal information during the recruitment process.