

Internship	Internship: Vaccines for Africa - Roll-out and production in South Africa (SAVax)
Reports to:	Communications and M&E Expert
Duty Station	Hatfield, Pretoria
Duration	6 Months

BACKGROUND

The programme “**Vaccines for Africa: Roll-out and Production in South Africa**” (**SAVax**) is co-financed the Federal Republic of Germany’s Federal Ministry for Economic Cooperation and Development (BMZ) and the European Union (EU) and implemented by GIZ. The project is part of, and contributes to, the Team Europe Initiative on Manufacturing and Access to Vaccines, Medicines, and Health Technologies (TEI MAV+) for Sub-Saharan Africa.

The project is implemented in cooperation with the Department of Science, Technology and Innovation (DSTI), the Department of Health (DoH), and the South African Health Products Regulatory Authority (SAHPRA). The project's overall objective is to support the implementation of South Africa to increase local manufacturing of vaccines and improve access for the population. The specific objectives are to: support the enabling environment for local production through research, development, and skills development; strengthen the regulatory environment; and support the demand and supply of locally manufactured products.

We are seeking a motivated and creative communications & design intern to support the communications work of our project. This role is ideal for someone with a strong background in graphic design and a keen interest in communications work and event coordination. The main working area of the intern is to develop communication materials. They also assist with the planning and execution of events, while ensuring full alignment with the company’s communication procedures and guidelines.

Against this backdrop, the SAVax Programme wishes to employ an intern for a period of six months from 01 October 2025 – 31 March 2026.

A. TASKS AND RESPONSIBILITIES:**Main Outputs for the Internship:****1. Design & Communications Support**

- Create visually engaging communication materials including presentations, brochures, infographics, social media visuals, and reports.
- Support the development of outreach material in line with the project's tone and objectives.
- Contribute to social media platform (LinkedIn): prepare posts
- Ensure all materials comply with organizational branding and communication guidelines.
- Contribute fresh, innovative ideas for improving communication methods, while staying aligned with the nature of our work and the restrictions in place.
- Draft and edit content for emails, and digital platforms (such as GIZ IDA page)

2. Event Support and Coordination

- Provide input into the planning and execution of the SAVax events.
- Prepare social media presence per event (pre- and post- event cards/posts)
- Provide logistics/admin support per event. This may include physical travel to the event.
- Take pictures and videos of the event at a professional level.
- Assist in organizing events such as workshops, webinars, and meetings.
- Manage invitations, track RSVPs, and provide logistical support before and during events.
- Coordinate with internal teams and external vendors as required.

3. Compliance & Administration

- Ensure all communication outputs adhere to internal procedures and approval processes.
- Maintain proper documentation and filing of communications materials and correspondence.

B. REQUIRED QUALIFICATIONS, COMPETENCIES AND EXPERIENCES**Qualifications/Experience:**

- Ongoing or recently completed studies in Graphic Design, Media, Marketing, or related field.
- Minimum of 1-year experience with graphic design / communications work

- Proven skills in Adobe Creative Suite (Illustrator, InDesign, Photoshop) or similar design tools.
- Strong photography skills.
- Highly organized, detail-oriented, and proactive.
- Ability to work independently and manage multiple tasks.
- Sensitivity to working in a professional setting with restrictions on tone, content, and communication channels.
- Good writing skills and knowledge of relevant digital communications tools.
- Good communication skills (oral and written English).
- Basic knowledge of terms and concepts associated with GIZ rules and regulations for communication

C. ADDITIONAL INFORMATION

- The position will be based at the GIZ Offices in **Hatfield, Pretoria**.
- At GIZ, you will be offered global network and an atmosphere that is characterised by diversity, respect, and genuine equal opportunities. Gender equality promotion is a matter of course for us.
- GIZ is a signatory of the Diversity Charter. Recognition, appreciation and inclusion of diversity in the company are important to us. All employees shall be valued - regardless of gender and gender identity, nationality, ethnic origin, religion or belief, disability, social background, age or sexual orientation.
- GIZ would like to increase the proportion of employees with disability. Applications from persons with disabilities are most welcome.
- The successful candidate will be expected to start full-time employment with GIZ on a fixed-term contract as soon as possible.
- This internship is for **Six (6) months** period, in correspondence with GIZ rules regarding the internships programme.

D. APPLICATION PROCESS

GIZ will only assess applications which meet the following criteria:

Suitable candidates should apply by submitting a

- **A detailed CV.**
- **motivation letter (concisely 1 page)** stating *why they should be the preferred candidate, the value added they will bring to the Vaccines for Africa - Roll-out and production in South Africa (SAVax).*

The application should be submitted to: recruit-pretoria@giz.de, with the following email subject line ***“Application for Internship – SAVax”*** for the attention of Head of Human Resource.

Closing date for applications: **15th of September 2025.**

Only applicants shortlisted for interview will be contacted.

Applications without a Cover letter will not be considered!