



Job Description

Role: Learning Assistant

Location: Lagos, Nigeria (Onsite)



Are you a creative storyteller who excels at crafting and curating content that captivates and informs? Do you thrive in engaging and moderating vibrant communities, fostering meaningful interactions? Are you experienced in managing programs, ensuring smooth execution and impactful outcomes? Can you track analytics, gather testimonials, and map learner journeys to measure success? Do you have a knack for planning and executing events that leave a lasting impression?

If this sounds like you, then this role might be the perfect fit!

About ALX Africa

ALX Africa, a non-profit organisation under the ALX Foundation, is dedicated to unlocking the potential of Africa's digital future. Formerly part of Sand Tech Holdings, we've embarked on an independent journey to provide world-class tech skills training and career acceleration programmes. Our mission is to bridge the digital divide, upskill and re-skill talent, and create a generation of innovative leaders. **By 2030, we aim to empower 2 million Africans to secure sustainable tech careers.**

With hubs in 8 cities across Africa and counting, we provide safe access to quality learning and a dedicated network of expert instructors. Our innovative programmes equip learners with the practical skills and knowledge needed to succeed in today's rapidly evolving tech industry. Through a combination of rigorous coursework, industry partnerships, and hands-on projects, we prepare our students for in-demand roles in software engineering, data science, and cybersecurity.

We achieve this by:

- Providing young professionals with access to the most in-demand tech skills that will power the future.
- Empowering the next generation of technology innovators, entrepreneurs, and business leaders through challenging, real-world coursework.
- Building a lifelong, impactful community of tech professionals that support them at all stages of their career journey.

Our impact thus far:

- **205k+** learners since 2021



- **117k** youth in work
- **13k** youth starting own ventures
- **66k** youth in jobs through entrepreneurship

Visit our website www.alxafrica.com to learn more about our digital revolution.

Role Summary

About the Role:

As a Learning Intern at ALX Nigeria, you will gain hands-on experience in the world of education technology and contribute to the growth of our vibrant learning community. This role combines creative storytelling, program execution, and data-driven community building. The ideal candidate brings experience in content strategy, community moderation, and event management, with a strong focus on measuring and showcasing impact. Our career accelerator programmes are for people looking to gain in-demand skills to fast track their career as a virtual assistant or gain essential AI skills to take their career to the next level or become leaders in their chosen career. Read more about our career accelerator programmes [here](http://www.alxafrica.com).

Key Responsibilities:

- Create and curate engaging content across multiple platforms that resonates with our community
- Manage and moderate community interactions to foster meaningful engagement
- Plan and execute community events that align with program objectives
- Track and analyze community metrics, learner journeys, and program impact
- Collect and showcase compelling testimonials and success stories
- Develop and implement content calendars and engagement strategies
- Execute program initiatives while maintaining clear success metrics

Qualifications and Skills:

- Minimum 3 years of experience in community management or related field
- Proven track record in program/project management
- Experience in organizing and executing events



- Strong background in community engagement and moderation
- Demonstrated ability in data analysis and impact tracking
- Excellence in written and verbal communication
- Bachelor's degree in Communications, Marketing, or related field

Requirements

- 6-month commitment required
- Must be comfortable with onsite working environment
- Ability to manage multiple projects simultaneously
- Willingness to adapt to changing priorities and needs
- Background in educational or professional development communities

What We Offer:

- Hands-on experience in education technology and community building
- Opportunity to impact students' educational journeys
- Exposure to data-driven decision making in education
- Mentorship from experienced professionals
- Collaborative, growth-oriented work environment

Person Specification/Attributes

- **Courage:** Willingness to speak up, challenge the status quo, and embrace new challenges.
- **Humility:** Openness to learning, seeking help when needed, and a focus on serving others.
- **Adventure:** A passion for setting ambitious goals, tackling difficult tasks, and finding joy in the journey.
- **Initiative:** Proactive problem-solving, a sense of ownership, and a willingness to go above and beyond.
- **Resilience:** The ability to bounce back from setbacks, persevere through challenges, and emerge stronger.
- Qualified candidates should demonstrate a bias for action, strong analytical capabilities, and a passion for education. We value individuals who can balance data-driven insights with empathetic community engagement.



We're seeking candidates who can blend creativity with analytical thinking, demonstrate strong project execution skills, and show a passion for building engaged communities through compelling content and experiences.

Due to the considerable amount of virtual working and interaction with colleagues and customers in different physical locations internationally, it is essential that the successful applicant has the drive and ethic to succeed working in small teams physically but in larger efforts virtually. Self-drive to communicate constantly using web collaboration and video conferencing is essential. As an intern, you will be encouraged to continually develop your capability & attain certifications to reflect your growth as an individual.



“In a world that owes you nothing, you will need to learn to give more than you might expect to receive. And once you do that you will realise that your dreams might come true.”

Fred Swaniker,
Founder & CEO

