



Empowering Rural Africa

AFRICAN RURAL AND AGRICULTURAL CREDIT ASSOCIATION (AFRACA)

Call for Applications: Translation and Interpretation Intern

ABOUT AFRACA

The African Rural and Agricultural Credit Association (AFRACA) is a regional association of financial and non-financial institutions involved in promoting rural and agricultural finance in Africa.

The idea of an Agricultural Credit Association for Africa originated from Food and Agricultural Organization (FAO) sponsored regional Seminar on Agricultural Credit for Small Farmers held in Accra, in 1973.

Subsequently, the World Food Conference on credit for small farmers in developing countries held in Rome in 1975 endorsed this proposal and recommended that FAO should take the initiative to assist its members in the establishment of such Association in different areas of the world.

This resulted in the formation of three regional associations: AFRACA, Near East -- North Africa Agricultural Credit Association (NENARACA) and Asia Pacific Rural and Agricultural Credit Association (APRACA).

Confédération Internationale du Crédit Agricole (CICA) and The Latin American Association of Development Financing Institutions (ALIDE) later joined the other RACAs.

The African Rural and Agricultural Credit Association (AFRACA) was officially registered in 1981 under the NGO-Act and granted a headquarter agreement by the Kenya Government in May 1981. In June 2003, the organization signed a Headquarters' Agreement as an International Organization with the Government of Kenya and was granted Diplomatic Status. As of June 2018, AFRACA had over 130 members spread over 30 countries.

The membership includes central banks, commercial banks, agricultural banks, and decentralized finance institutions dealing with agricultural finance. Members contribute an annual subscription fee that goes towards the operational costs of the Secretariat. The Association benefits from the technical and financial support of international agencies such as FAO, IFAD, AfDB, AGRA, AFD and CTA.

The AFRACA secretariat is domiciled in Nairobi, Kenya at Central Bank of Kenya Institute of Monetary Studies along the Thika Superhighway.

INTERNSHIP OBJECTIVES

This internship is issued under the AFRACA internship program whose broad objectives are:

- Professional skills development, building interns' practical skills in agricultural finance, rural development, multilateral cooperation, environmental management, and socio-economic development.

- Strengthen engagement with member institutions and facilitate youth exchange opportunities across AFRACA member countries.
- Encourage young professionals to contribute new ideas and innovative approaches in agricultural finance.
- Prepare young Africans for roles in multilateral organizations.
- Support project delivery within the AFRACA mandate.

Disclaimer

Internship does not lead to immediate employment within AFRACA.

TERMS AND CONDITIONS

Duration

Minimum of three (3) months and maximum of six (6) months.

Location

Internships will be conducted on-site at the AFRACA Secretariat at the Central Bank of Kenya, Institute of Monetary Studies, Along Mathare North Road off Thika Super Highway.

Stipend

The selected intern will receive a monthly stipend.

KEY RESPONSIBILITIES

- Translating and editing. Assist in translating, proofreading, and editing of documents including newsletters, contracts, invoices and website copy.
- Provide interpretation during AFRACA meetings, workshops and member exchanges.
- Assist in preparing glossaries and terminology databases relevant to agricultural finance and rural development. Research on industry-specific terminology to ensure accurate translations.
- Support the setup and management of interpretation services for virtual and in-person events held by AFRACA.
- Translate short documents and prepare bilingual summaries of discussions.
- Support the team in ensuring consistency in language use and style across all translated materials.
- Provide organizational and administrative tasks as needed.

PROFESSIONAL CONDUCT

- Adhere to AFRACA's policies and code of conduct.

- Always maintain confidentiality and protect sensitive organizational and member information.
- Demonstrate integrity, accountability, and respect in all interactions.

QUALIFICATIONS

Language skills: Fluency in French and English languages (both written and spoken).

Attention to detail: Keen attention to detail with the ability to work independently with precision.

Teamwork and communication: Excellent teamwork and communication skills.

Technical skills: Proficiency in Microsoft Office and relevant software.

EDUCATION AND EXPERIENCE

- Currently enrolled in or recently completed a degree in Translation/Linguistics, or a related field. French language Training certificate advanced level C2. Alternatively, high school or college degree in humanities related field delivered in French.
- Prior translation experience is an added advantage.
- **Native French speakers are highly encouraged to apply**

APPLICATION PROCESS

1. Interested candidates should submit a **cover letter** and **updated CV** highlighting relevant skills and experiences.
2. Applications must be sent via email to afraca@africaonline.co.ke with the subject line: **AFRACA Internship Application -- Translation Support**.
3. Shortlisted candidates may be invited for an interview and/or language proficiency assessment.
4. Only successful applicants will be contacted.

Application Deadline: 10 February 2026

All applications must be received by this date. Late submissions will not be considered.