

actionaid Opportunity

ActionAid (AA) is a global movement of people working together to further human rights for all and end poverty.

ActionAid Ghana (AAG), an Affiliate of ActionAid is looking to employ an experienced and self-motivated individual to fill the position of Sponsorship Assistant

Role Overview:

The role support fundraising activities through the coordination of child sponsorship activities between the funding affiliates and regional teams in line with sponsorship procedures and performance indicators

Job Circumstances:

Position: Sponsorship Assistant

Salary: This role is on NM2 of ActionAid Ghana's Salary Structure

Duration: 2 years

Location: Accra with frequent visits to project communities

Academic Qualification & Experience:

- Diploma in relevant field
- At least 2 years experience

Application Procedure: Application Forms should be downloaded from ActionAid website.

Curriculum Vitae (CVs) are NOT acceptable

Completed Application Forms should be emailed to jobs.ghana@actionaid.org.

The closing date for receiving applications is **21st April 2026 @5pm.**

Only short-listed applicants will be contacted and invited for assessment.

“ActionAid Ghana is an equal opportunities employer. Whilst all applicants will be assessed strictly on their individual merits, female candidates are particularly encouraged to apply.”

