



Call for Applications No **003-2026** /M/MINJEC/CAB of **03 FEB 2026**

**For the selection of one hundred and sixty (160) Mission Volunteers, for their deployment to branches of the Islamic Charity Foundation for Education and Social Welfare (ICFESW) in the ten regions.**

## **I. BACKGROUND AND RATIONALE**

As part of the implementation of the missions assigned to the Ministry of Youth Affairs and Civic Education (MINJEC) in the area of promoting volunteering, and in accordance with the provisions of Law No. 2021/015 of 9<sup>th</sup> July 2021 on the organisation and promotion of volunteering in Cameroon, MINJEC, in collaboration with the **Islamic Charity Foundation for Education and Social Welfare (ICFESW)**, is launching a call for applications with the aim of selecting **one hundred and sixty (160) mission volunteers to be deployed to ICFESW branches across the ten (10) regions of Cameroon.**

## **II. PURPOSE OF THE CALL FOR APPLICATIONS**

This call for applications is for the recruitment of 160 mission volunteers in the following areas: project coordination, communication, marketing, accounting and management, office administration, administration and reporting, training and sensitisation, security and supervision of security guards, and community outreach.

## **III. MISSION VOLUNTEERS' DUTIES:**

Once recruited, mission volunteers will be responsible for carrying out the activities contained in their job descriptions, which will be drawn up by the host organisation in accordance with their area of expertise.

## **IV. POSITIONS AVAILABLE AND REQUIRED PROFILES:**

This Call for Applications is open for the recruitment of Mission Volunteers in the following areas:

No	POSITIONS	NUMBER OF POSITIONS	REQUIRED PROFILES
01	Programme National Coordinator	01	2 to 5 years of higher education in the relevant field, at least two years' experience in training or supervision, good knowledge of the local context, ability to work with vulnerable groups. Excellent leadership, team management and communication skills.
02	Regional Coordinators	02	Master's degree (5 years of higher education) in project management, development, social sciences, administration or a related field, At least 5 years' experience in coordinating multisector projects, Good knowledge of the Centre, South and East Regions, Excellent leadership, coordination and communication skills, Fluency in French (English and local languages: an asset).
03	Regional Focal Points	07	2 to 5 years of higher education depending on the field, at least 2 years' experience in training or supervision, ability to work with vulnerable young people and women, interregional mobility..
04	Communicators & Content Creators	09	Minimum bachelor's degree in communications, journalism or related field, Experience in communications for social projects, Proficiency in digital tools and social media, Creativity and writing skills.
05	Salespeople/Marketers	06	Minimum 2-3 years of higher education in marketing, commerce, management or an equivalent field, at least 2 years' experience in marketing, placement or human resources, good knowledge of the economic fabric of the Littoral region, interpersonal skills, commercial acumen and negotiation skills, proficiency in digital tools.
06	Accounting Secretaries	03	Bachelor's degree in accounting, management or finance, at least 2 years' experience in accounting management, proficiency in office software, rigour, integrity and sense of confidentiality.
07	Technical Trainers	35	2 to 5 years of higher education in the relevant field, at least 2 years' experience in training or supervision, good knowledge of the local context, ability to work with vulnerable groups.
08	Administrative Officers	10	Minimum 3 years of higher education in administration, statistics, monitoring/evaluation or similar fields, good writing and analytical skills, proficiency in reporting tools, rigour and organisational skills.
09	Community Sensitisation Workers	70	Minimum GCE O' Level, Residence in the intervention area, Good command of local languages, Good communication and facilitation skills.
10	Community Outreach Officers	12	Minimum GCE O' Level, Experience in community facilitation, Knowledge of local social dynamics, Availability and sense of community work.
11	Office Secretaries	03	Minimum 2 years of higher education in secretarial studies, office automation, administration or an equivalent field, at least 2 to 3 years' experience in a similar position, excellent command of office automation tools (Word,



			Excel, PowerPoint, email), good writing skills in French (English: an asset), discretion, rigour, organisational skills and respect for confidentiality.
<b>12</b>	Security guard supervisors	<b>01</b>	Minimum level: GCE A' Level/Baccalaureate, At least 3 years' experience in security or safety, Good knowledge of the field and urban realities, Sense of authority, organisation and communication, Availability and mobility.
<b>13</b>	Head of Operations (Security)	<b>01</b>	Minimum 3 years of higher education in security, management, administration or equivalent, At least 3 to 5 years' experience in security or guarding, Proven leadership and team management skills, Good knowledge of private security regulations in Cameroon, Integrity, rigour and sense of responsibility.

## V. REQUIREMENTS FOR APPLYING

To be a Mission Volunteer, applicants must meet the following requirements:

- Be a Cameroonian national;
- Be at least 18 years of age on 1 January 2026;
- Demonstrate an interest in volunteering, community development and social action;
- Reside or be willing to reside in the area of assignment;
- Be registered with the National Youth Observatory;
- Be of good character and have a spirit of civic-mindedness;
- Provide supporting documents for the chosen profile;
- Fluency in French or English and local languages is an asset.

## VI. COMPOSITION OF THE APPLICATION FILE

All applicants must submit an application file containing the following items:

- A handwritten application addressed to the Minister of Youth Affairs and Civic Education;
- An application form, which can be obtained from the head office of the Islamic Charity Foundation for Education and Social Welfare (ICFESW) located in Palar Tchofabani **after Palar Jeudi**, from the National Coordination Office of the National Volunteerism Programme (NVP) or from Regional Delegations and regional focal points of the NVP, or download the form online from [www.icfesw.cm](http://www.icfesw.cm) and submitting it with the following documents after having filled it to [icfeswofficiel@gmail.com](mailto:icfeswofficiel@gmail.com) ;
- A cover letter;
- A photocopy of your National Identity Card or valid receipt, if applicable;
- A photocopy of your Biometric Youth Card (BYC) or, if applicable, a photocopy of your BYC application for candidates aged 18 to 35;
- A curriculum vitae (CV);
- Supporting documents for the qualifications listed in the CV;

- A 4x4 photo;
- An A4 envelope bearing the candidate's name, contact details, chosen position and region.

## **VII. UPKEEP MODALITIES FOR MISSION VOLUNTEERS**

In order to carry out their assignments, mission volunteers will receive a monthly lump sum allowance during the period stipulated in their Volunteer Contract, in accordance with Law No. 2021/015 of 9<sup>th</sup> July 2021 on the Organisation and Promotion of Volunteering in Cameroon.

In addition, at the end of their volunteer mission, the volunteers will receive End of Volunteer Service Certificates after submitting their mission reports.

## **VIII- ELIGIBILITY OF APPLICATION**

Applications should be submitted in a sealed envelope, as a hard copy, no later than **20 February 2026 at 3:30 p.m.**, at the head office of the Islamic Charity Foundation for Education and Social Welfare (ICFESW) located in **Palar Tchofabani after Palar Jeudi**, at the MINJEC mail service or at the National Coordination of the National Volunteerism Programme, as well as to the Regional Branches of the National Volunteerism Programme and at Multipurpose Youth Empowerment Centres in their places of residence, or in digital format to **pnvminjec@yahoo.com**.

The application files should be labelled as follows on the envelope:

**“FOR THE SELECTION OF ONE HUNDRED AND SIXTY (160) MISSION VOLUNTEERS FOR THE 2026 FINANCIAL YEAR ON BEHALF OF ICFESW”**

***NB: Every candidate is requested to specify the region in which they would like to work. Candidates may also apply as a group, provided that the team meets the criteria for the distribution of positions and profiles as specified above.***

The applications received will then be forwarded by the relevant MINJEC departments to the regional focal points of the NVP with territorial jurisdiction for processing.

## **IX- SELECTION AND RECRUITMENT PROCEDURES FOR MISSION VOLUNTEERS**

Complete applications received will be reviewed by an AD-HOC Committee established by a Decision of the Minister of Youth Affairs and Civic Education. Successful volunteers will be informed by means of a notice board and/or electronically and will each sign a volunteer commitment contract after an orientation session.



## **X- ADDITIONAL INFORMATION**

For further information, candidates can contact the Regional, Divisional and Sub-divisional delegations of Youth Affairs and Civic Education, MYECs in their place of residence or Regional Focal Points of the National Volunteerism Programme. /-

Yaounde, the **03** FEB 2026

**THE MINISTER OF YOUTH AFFAIRS  
AND CIVIC EDUCATION,**



*Mounouna Foutou.*