



Mental Health Innovations & Research – MEHIR Consultancy

INTERNSHIP OPPORTUNITY

BUSINESS DEVELOPMENT & OPERATIONS INTERN

Mental Health Innovations & Research (MEHIR) Consultancy

Tudor, Mombasa, Kenya

Internship Duration: 6 Months

Application Deadline: **11th September 2026**

Join a Consultancy that is Transforming Minds

Are you passionate about mental health, business development, and creating meaningful social impact? MEHIR Consultancy is seeking a motivated, enthusiastic, and highly organized **Business Development & Operations Intern** to support our growing consultancy while gaining hands-on experience in consultancy operations, client engagement, marketing, and business development.

Key Responsibilities

- Welcome and support clients, partners, and visitors professionally.
- Coordinate appointments, office operations, and administrative activities.
- Support client engagement and business development initiatives.
- Assist in marketing, social media management, and mental health awareness campaigns.
- Develop promotional materials, newsletters, and digital content.
- Maintain client records and support day-to-day consultancy operations.
- Perform other duties that contribute to the growth and success of MEHIR Consultancy.

Requirements

We are looking for someone who is:

- Passionate about mental health and community wellbeing
- An excellent communicator with strong interpersonal skills

- Highly organized, proactive, and able to maintain confidentiality
- Proficient in Microsoft Office/Google Workspace (Canva and social media skills are an added advantage)
- Currently pursuing or recently graduated with a Diploma in Marketing, Business Administration, Communications, Public Relations, Education, or a related field.

What You Will Gain

- Practical experience working in a growing mental health consultancy.
- Mentorship from experienced clinical psychologists and consultants.
- Exposure to business development, marketing, project coordination, and consultancy operations.
- Opportunities to contribute to mental health advocacy and institutional wellbeing programmes.
- Certificate and professional recommendation upon successful completion of the internship.

At MEHIR, we believe in nurturing talent, promoting innovation, and developing future leaders in mental health consultancy. We encourage individuals who are eager to learn, demonstrate integrity, and are passionate about making a positive impact to apply.

How to Apply

Interested candidates should send:

- A detailed CV
- A one-page cover letter explaining why you are interested in joining **MEHIR Consultancy**

Email: info@mehir.co.ke

Subject: *Business Development & Operations Intern – MEHIR Consultancy*

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