

LOCAL PROFESSIONAL OPPORTUNITY AT PRO PUBLIC, KATHMANDU

Forum for Protection of Public Interest (Pro Public), a non-profit, non-governmental organization dedicated to the cause of public interest, was founded in 1991 by a consortium of lawyers, journalists, economists, engineers, consumers and women rights activists. In the area of peacebuilding, Pro Public works with dialogue and mediation, Nonviolent Communication (NVC), and Infrastructures for Peace (I4P). The focus is on current conflict lines and the transitional justice process of Nepal. The peacebuilding team is planning and conducting trainings and stakeholder events, peace research projects, dialogue projects and advocates for a peaceful and good society on different levels. More information can be found on propublic.org. Pro Public is seeking for a dynamic and qualified Local Professional for its Civil Peace Service Program (CPSP). The program is working on various aspects of peace and peacebuilding in Nepal.

Position: Local Professional

Duty Station: Kathmandu with field visits to other districts

Duration: Initially 3 months with highly possible extension

TOR OF LOCAL PROFESSIONAL

Under the direct supervision and guidance of Executive Director of Pro Public of **Civil Peace Service Program** of Pro Public, **Local Professional** is required to:

- Provide technical support to Pro Public's peacebuilding projects throughout the whole project cycle and to explore new opportunities to expand the Peace Building Program
- Support in providing technical assistance and capacity building in the areas of conflict transformation, Nonviolent Communication (NVC), reconciliation, mediation
- Contribute to project strategy and activity planning and overall project management
- Support design of and (co-)facilitate trainings in conflict transformation and Nonviolent Communication (NVC) and mediation and if required conducting field visits to the project districts in which the peace building activities are being implemented
- Support design of and (co-)facilitate practice sessions and coordinate regular meetings of the Nonviolent Communication (NVC) practice group Nepal, including updating the Facebook page
- Support Pro Public's research, advocacy and policy efforts on Infrastructures for Peace (I4P) and areas of peace building
- Strengthen the Asia-Pacific Secretariat of the Global Alliance on Ministries and Infrastructures for Peace, hosted by Pro Public, e.g. communicate and connect peace builders from different cultural backgrounds, event organizations, publications and visibility in social media
- Prepare training reports, annual reports, proposals, etc.
- Assist with Nepali-English translation and interpretation and provide logistical support for field visits
- Work closely with the international peace advisor and Senior Local Professional

REQUIRED QUALIFICATIONS AND EXPERIENCE

- Master's degree in Conflict, Peace and Development Studies
- Preference will be given to applicants having relevant work experience, preferably in implementing peacebuilding projects, project management and planning including PM&E, budgeting and working with multiple partners and stakeholders

- Experiences in the following fields are of an added value: designing and conducting trainings, facilitating workshops, strategic planning, research methods, results-based management, knowledge management, monitoring and reporting, proposal writing, skills in conflict analysis
- Experience in working with political actors, civil society leaders, local government officials and other stakeholders at the regional and local level
- Knowledge in mediation, reconciliation and nonviolent communication (NVC) as well as conflict transformation, peacebuilding, concept of I4P/i4p and good governance related issues are of an added value
- Ability to work in a structured and self-sufficient way while understanding and adapting to organizational needs
- Ability to work both independently and collaboratively with people from different backgrounds
- Very good communication skills in English and Nepali (both verbal and written)
- Proficiency in computer use i.e. Microsoft word, excel, power point, email/internet etc., SPSS of added value

APPLICATION PROCEDURES:

Qualified and interested Nepali citizens are requested to send a complete application including CV, two referees, auto size photograph, possible starting date, contact number and email ID to the email address [<vacancy@propublic.org>](mailto:vacancy@propublic.org) by no later than **September 15, 2017** at 5 pm. Women, Dalit, Janajati and Madheshi candidates are strongly encouraged to apply. Only shortlisted candidates will be contacted for a written test and interview. Telephone enquiries will not be entertained.