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 peace building, 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 peace building team is planning and conducting trainings and stakeholder events, peace research and 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 conflict resolution peace building in Nepal.

Position: Local Professional
Duty Station: Kathmandu with field visits to other districts
Duration: Initially until 31st December 2020 with highly possible extension

TOR OF LOCAL PROFESSIONAL

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

- Provide technical support to Pro Public's peace building 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, restorative dialogue, mediation and other infrastructure for peace (I4P),
- 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 Pro Public's research, advocacy and policy efforts on Infrastructures for Peace (I4P) and areas of peace building
- Survey preparation, implementation, data entry and analysis
- 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, Senior Local Professional and Executive Director of Pro Public

REQUIRED QUALIFICATIONS AND EXPERIENCE

- Master’s degree in Conflict, Peace and Development Studies or other similar/relevant degree
- Preference will be given to applicants having 2 to 3 years of relevant work experience, preferably in implementing peace building 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 (incl. data entry and analysis), 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, peace building, concept of 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 in a team 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 is 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> by no later than March 13, 2020 at 5 pm. Women and people from marginalized communities are strongly encouraged to apply. Only shortlisted candidates will be contacted for a written test and interview. Telephone enquiries will not be entertained.

Forum for Protection of Public Interest (Pro Public)
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