



PEACE BRIGADES INTERNATIONAL – NEPAL

www.pbinepal.org

Communications and Advocacy Officer

Position Type: Full-time 2-year contract

Date Posted: August 6th, 2008

Location: Kathmandu, Nepal

Application Deadline: August 15th, 2008

**** As a part of the German Civil Peace Service Professional program, this post is open only to EU citizens 30 years of age or older.**

PBI-Nepal provides life-saving accompaniment and international solidarity for human rights defenders and nonviolent civil society activists whose lives and work are threatened by political violence. By creating safe space for local activists to carry out their work, PBI contributes to conflict transformation and helps build durable peace and human rights in Nepal. PBI-Nepal's communications and advocacy efforts focus on human rights, social justice, and the work of Nepal's civil society organizations. PBI is an egalitarian, volunteer-based organization.

In coordination with the PBI-Nepal Project Coordinator and In-Country Coordinator, and reporting to the PBI-Nepal Project committee, the Kathmandu-based Communications and Advocacy Officer will:

1. Support the Field Team and In-Country Coordinator's efforts to track the political, human rights and social justice situation in Nepal; facilitate the analysis of information gathered by the Field Team, Strategic Committee and others in order to identify emerging political and human rights trends; ensure that PBI-Nepal's communication and advocacy efforts reflect its **strategic analysis** (40 per cent);
2. Support the creation and implementation of proactive PBI-Nepal **communication strategy**: compile content and coordinate production/logistics of PBI-Nepal's monthly newsletter, website content, regular advocacy circulars to country groups, and other PBI-Nepal communication materials, both internal and external to PBI (35 per cent);
3. Provide **logistical and administrative support to subcommittees** of PBI-Nepal's Project Committee, in particular Human Resources and Advocacy & Education (20 per cent); and
4. Assist with funding **proposal writing** as it relates to the strategic focus and impact of the project (5 per cent).

Promoting nonviolence and protecting human rights

PBI-NEPAL, Sanepa, Lalitpur, NEPAL Tel: +977 1 221 1200

Qualifications

- Minimum one to three years professional experience living and working in Asia, preferably in the human rights sector
- Experience working in multi-cultural teams and cross-cultural environments: adaptability, flexibility, and cultural sensitivity
- Knowledge of the history and political situation of Nepal
- Understanding and commitment to principles of nonviolence and consensual decision-making
- Working knowledge of Nepali, or willingness to undertake language training
- Previous PBI experience an advantage

Key Competencies

- Excellent oral and written English language skills
- Proven work experience in political and strategic analysis, conceptual and analytical thinking
- Excellent writing, editing, proofreading skills. Graphic design skills an asset.
- Efficiency in organizing and prioritizing; attention to detail and quality
- Computer, office and time management skills
- Excellent team-building relational, interpersonal and communication skills
- Strong stress management practices

Compensation:

- Salary 880 Euro per month
- Health and liability insurance, 4 weeks holiday per year

To Apply:

- Send a cover letter, resume and references to jobs@pbinepal.org
- Applications accepted through August 15th, 2008

For More information about PBI and our work in Nepal:

- Visit www.pbinepal.org