Vacancy

Peace Corps Program Manager

Salary: Full time salary will be between F$38,000 and F$55,000 per year based on experience and salary history.

Peace Corps/Fiji invites applicants for an Environmental Program Manager (PM) position. This is a 40-hour/week long-term Personal Service Contract position. The job requires use of intensive networking and interpersonal skills to ensure smooth running of programming operations.

Duties include:

• Develop, monitor, and evaluate the environmental projects in accordance with country program strategy.

• Participation in community, regional, and national activities.

• Provide guidance to Volunteers on policies and respond to programming issues.

• Provide professional, cultural and personal counseling to Volunteers.

• Oversee up to 35 Peace Corps Volunteers in a variety of environmental and eco-tourism projects throughout Fiji.

Qualifications and Requirements:

• Completion of a college degree is required. A university degree in Environmental Engineering or Sciences, Natural Resources Management, Public Health (focus on water and sanitation), Social Sciences or similar discipline.

• Ten to fifteen years of professional work experience, including contacts with Fiji Government Ministries and Non-Governmental Organizations in the environment arena.

• Experience with management of program implementation in the field; liaison and interaction with Fijian governmental and NGO sectors; project conceptualization, design and implementation; supervision of staff; design and provision of training; and data collection and reporting.

• Fluency, written and oral, in English and either Fijian or Hindi
• Awareness of the intricacies of various Fijian Ministries and NGOs is necessary to communicate Peace Corps programs.

• In depth knowledge of rural Fiji and an understanding of traditional and modern dynamics of Fijian society is required to evaluate the potential impact and appropriateness of projects.

• Prepare accurate, factual and analytical reports. Manage time, people, and priorities.

• Ability to engage a diverse Volunteer population and help creatively solve the complex issues faced in the field.

• Travel to Peace Corps volunteer sites throughout Fiji.

• Able to pass a background security investigation.

• Experience with Peace Corps or other international volunteer organization desirable.

Interested applicants for this position should submit the following:

1. Letter of interest in English.

2. A current resume or curriculum vitae in English.

3. Copies of degrees and certificates earned.

4. Salary and benefits history.

Submit application by 1:00 pm Friday, February 16, 2007 to:

Program Manager Application

Peace Corps

Private Mail Bag

Suva, Fiji

E-mail: info@fj.peacecorps.gov (please send as MS Word attachment)

Fax: 331-7517, Attention: Program Manager Application

Previous applicants need not reapply. Short listed candidates will be contacted by February 23.