



## **Project Team Leader with Youth For Peace (Urgent)**

**Youth For Peace (YFP)** is a Cambodian NGO that believes that sustainable peace and reconciliation have to be firmly rooted in local communities. We believe that youth can be motivated and empowered to play a constructive role as change agents for such peace and reconciliation at the local level.

We have trained thousands of young people in social responsibility, solidarity, conflict resolution and leadership. Using a progression of workshop, events and activities, YFP challenges and motivates youth to design and implement peace building projects in response to identified issues and creative solutions. YFP is currently looking for qualified and motivated Cambodian candidate to fulfill a position of **Project Team Leader for Young Leader for Peace** project (YLP).

### **Position: Project Team Leader**

<b>Category</b>	: Management / Supervisory, Educate/Train/Teaching
<b>Location</b>	: Phnom Penh and will be required to travel to provinces
<b>Schedule</b>	: Full-time
<b>Salary</b>	: Starts from USD 350 per month

### **Main Roles and Responsibilities**

- Provide the technical support to youth groups, volunteers, contact persons and trainers.
- Provide training to youth in Phnom Penh as well as in province.
- Follow up and control trainers' works
- Verify students proposal and request and submit to project officer
- Assist in making project budget plan and activity plan
- Assist project officer to develop the curriculum, Guideline, hand out, and visualize material for activities (training part)
- Assist in capacity building for trainers and volunteers and involve in organizing big events
- Report writing and minute taking if needed.
- Weekly report, monthly reports and activities report submit to project officer
- Meet with trainers and youth group leader on regular basis to encourage ideas and initiatives
- Maintain good relationship with beneficiaries, youth parent, and local authorities.
- Perform administrative tasks associated with the implementation of this project
- Supervise project

## Required Qualification

- University degree in social science, law, Management or relevant Degree.
- Excellent in English.
- Good knowledge of youth situation in Cambodia
- At least two years experiences in facilitation and training.
- Basic understanding on curriculum development
- Able to stay in villages to provide training and work with community.
- Able to work under time pressure and cultural diversity.
- Proven leadership and team working ability.
- At least 1 year experience in supervision.
- Computer literacy (MS. Word, MS, excel, PowerPoint, Internet, E-mail and social media).
- Experience in working with youth and peace, arts.

## Application Information

Interested applicants are requested to submit a YFP application form along with CV and cover letter to YFP Office by using the contact details below. **We accept only hard copies of application form, CV, Cover Letter with all copied relevant certificates and CV without a completion of YFP's application form will not be considered.** Detailed job description and application form are available on [www.yfpcambodia.org](http://www.yfpcambodia.org). The deadline for application is **July 03<sup>rd</sup>, 2015**. Only shortlisted applicants will be contacted for writing test and group discussion. Submitted documents will not be returned.

YFP is an equal opportunity employer committed to a diverse workforce. Qualified women are strongly encouraged to apply.

**Closing date: July 03, 2015, at 5:00 pm**

## Contact Details

Address : House # 4-6, Street 513, Sangkat Boeungkok 1, Khan Tuolkork, Phnom Penh  
Name : Youth For Peace  
Phone : 023 881 346/991 346 (Office) and 011 916 819 (Mobile)  
Website : [www.yfpcambodia.org](http://www.yfpcambodia.org)