



### **Job Vacancy**

Austcare is an Australian based NGO established in 1967 and has been working in Indonesia since 2005. Austcare is currently implementing several programs in

Aceh, Nias and Kupang. Austcare will be starting a nine-month agriculture project in Nias in September 2008. Austcare is looking for a Program Officer in Nias to work on this project with our local partner.

**Position Title : Project Officer**  
**Location : Nias**  
**Starting Date : 1<sup>st</sup> September 2008**  
**Contract Type : 9 months contract with initial 3 months probation**

#### **Specific responsibilities include:**

- Work closely with Austcare partner in Nias to successfully implement the agriculture project
- Constantly monitor and evaluate the project
- Report regularly to Austcare Management team in Banda Aceh both verbally and monthly written reports
- Represent Austcare in Nias and attend relevant humanitarian coordination meetings
- Liaise and coordinate with relevant local government and local authorities in Nias
- Network and coordinate with other relevant organizations working in Nias in sharing information and resources
- Other responsibilities as required by the work

#### **Qualifications required:**

- Primary degree or post graduate qualification in agriculture, social sciences, development or humanitarian related area
- Experienced and knowledgeable in Programme Management and Monitoring & Evaluation
- Experienced in community based approaches and practices
- Experienced working with NGOs
- Excellent oral and written English & Bahasa Indonesia
- Strong reporting skills
- Strong coordination and communication skills
- Strong interpersonal skills and professional maturity
- Ability to work independently, with limited supervision, and in team

**To apply** please forward a cover letter and CV with a maximum of 3 most recent referees to:

Austcare Office, Jalan T. Hamzah Bendahara No. 5, Kuta Alam, Banda Aceh

**Or email to:** [habdghani@austcare.org.au](mailto:habdghani@austcare.org.au)

**On or before:** 21<sup>st</sup> of August 2008

Only short-listed applicants will be contacted for an interview session at Gunung Sitoli on the 22<sup>nd</sup> of August 2008

For more information on Austcare please check [www.austcare.org.au](http://www.austcare.org.au)