

- [Reference #: DBN002668/YD](#)
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9 Oct '20

Programme Coordinator (36 month contract)

Apply
NGO, KwaZulu Natal Durban

R 15 000 - R 17 000 Monthly

Programme Co-ordinator, 3 year contract. This is a highly sensitive project requiring the utmost level of sensitivity, humanity and maturity. This role requires an individual with an open mind and the ability to embrace a multi cultural environment, focusing on the topic of migration of individuals within Africa. An impactful project which is aimed for the betterment of South African culture.

The candidate must have the following:

- Project coordination experience within a community driven nature which includes:
 1. Coordinating project activities
 2. Conducting preliminary project consultation meetings with project stakeholders
 3. Writing regular progress reports to project Manager
 4. Regular managing and tracking of budget for line project activities
 5. Facilitating information flow among project team members
 6. Develop project tools to assist in various aspects of the project such as data collection
 7. Must have drivers licence
 8. Must be proficient in Zulu
 9. Must have experience in workshop and community dialogue facilitation
 10. Must have published 1 article in a peer- review
 11. Must have experience in monitoring and evaluation processes
 12. Must have a relevant tertiary qualification such as Community Development/Social Sciences/Development Studies or similar

Must be available IMMEDIATELY

Ad Visible Until: 16 October 2020

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