



# Centre for Peace and Conflict Studies

Strategic Peacebuilding for Asia

**Post Title:** Project Officer - Engaging Conflict Parties

**Project Title:** Engaging Conflict Parties Program

**Immediate Supervisor:** Elizabeth Padilla

**Duration of the Contract:** 1 year (12 months)

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## Background of CPCS

Founded in 2008, Centre for Peace and Conflict Studies (CPCS) is a Cambodia based non-governmental organisation, working in the field of peace building and conflict transformation in Asia. Our mission is to strengthen strategic intervention into armed conflict with the overall goal of reaching sustainable and positive peace in the Asia region.

CPCS focuses its interventions on influencing Asian peace processes, building capacities for conflict analysis and conflict intervention strategies and influencing theory, policy and practice through research and publications.

The organization's strategic approach to violent conflict intervention is to work with key stakeholders in the conflict. The Engaging Conflict Parties Program embarks capacity building activities that provide safe spaces for dialogue to foster understanding and build trust between and among conflict parties/actors engaged in the Myanmar peace process. These safe spaces provide an opportunity to enhance their knowledge and learn skills in the field of conflict transformation as well as help build and nurture relationships to help support the ongoing peace process in Myanmar.

## Description of duties

The Project Officer will help build the capacities and capabilities of conflict parties in the field of conflict transformation and peacebuilding. Facilitates dialogue, workshops and trainings that further enhance knowledge and skills on the peace process and strengthen relationships. Additional responsibilities include workshop design and preparation as well administrative and logistical support for the program.

## Main Tasks and Responsibilities:

- Design and carry out work for strategic and key peace stakeholders in line with CPCS strategic interventions in violent conflict
- Lead aspects of planning and delivery of training workshops in Myanmar including curriculum design and development of resource materials
- Facilitate training workshops and conducts training sessions on themes and issues around conflict transformation and peace building

- Establish and manage consultants and resource persons for the delivery of training workshops
- Manage finances and logistics related to the project
- Generate timely activity reports and reflection paper for internal sharing of information and for donors reports
- Maintain correspondence and contacts with stakeholders and partners
- Carry out other tasks and responsibilities maybe assigned by the Program Coordinator

**Required Qualifications and Skills:**

- **Education:** Degree in Peace and Conflict Studies, Conflict Transformation, or related field
- **Experience:** Minimum 3 years experience in peace building field, including 2 years experience as trainer
- **Skills:**
  - Training skills in conflict transformation and peacebuilding employing participatory learning activities and interactive tools
  - Strong strategic and analytical skills that demonstrated interest in and sound understanding of peace and conflict issues
  - Ability to react and adapt quickly to unexpected changes, ready and able to find creative solutions in challenging situations
  - Able to work in multicultural teams, motivated to be part of a diverse team, respecting cultural, religious, national diversity
  - Ability to build strong relationship with different stakeholders and partners
  - Outstanding communication and interpersonal skills in dealing with partners and stakeholders
  - Ability to work as part of a team, and to give and receive feedback

Applicants should send their Curriculum Vitae, motivation letter and three (3) references to Ms. Desiree Joy Granil, Administrator/Human Resource Manager at [joy.desiree@centrepeace.asia](mailto:joy.desiree@centrepeace.asia) by **April 1, 2015**.

Only short- listed candidates will be contacted for interview.