Call for applications
Freelance local project assistant
Junior researcher | consultant | translator
in Jordan

Application deadline: 05.09.2020

The DVV International is the Institute for International Cooperation of the "Deutscher Volkshochschul-Verband e.V." (DVV), the German Adult Education Association. Mostly funded by the German Federal Ministry of Economic Cooperation and Development (BMZ), it is committed to support lifelong youth and adult learning and education (YALE) with 200 partners in 30 countries worldwide.

DVV International disposes of a global gender strategy and is deeply committed to international treaties and the Sustainable Development Goals (SDGs) that acknowledge the positive and causal relation between gender equality and life-long learning (LLL) and adult learning and education (ALE).

The four DVV International country programs in the MENA region are supported by Result – Research Consult Ruppel & Sander GbR to elaborate of a practical and hands-on gender strategy. The strategy should provide practical approaches on how to integrate gender issues into ALE and LLL programs, not from a top-down perspective, but together and in cooperation with most important stakeholders.

The final goal of the assignment is, therefore, a strategy that takes the form of a toolkit or an easy-to-use guide consisting of a set of skills, knowledge, practices and activities that are useful for tackling gender questions in and through ALE and LLL in the four countries Tunisia, Morocco, Jordan and Palestine.

As a Freelance project assistant, you will:

- Liaise with multiple stakeholders, including the regional office directors, staff of DVV International and the RESULT team;
- Conduct, transcribe and translate interviews with several stakeholders;
- Support the RESULT team by assessing and analyzing the interviews;
- Manage and facilitate focus groups;
- Support the design and implementation of the toolkit (making videos/photos);
- Support the RESULT team by making literature and project research;
- Edit and translate interviews, supporting the translation of the toolkit;
- Take part in regular communications and meetings to keep key stakeholders and the RESULT team informed of ongoing activities.

What we are looking for

- Expertise or higher education degree in the field of gender or women's studies, education, sociology or diversity, equity and inclusion or political sciences;
- Interest in and Strong understanding of gender related sensitive topics and/or adult education;
- Experience with scientific research and/or conducting and assessing interviews;
- Teaching or coaching experience;
- Language skill: Arabic and English. French is an asset;
- Knowledge of Microsoft office and online conferences;
- A laptop with good and stable internet connection and a device (smart phone) to record interviews;
- Ability to travel within the country.

What we are offering

- The opportunity to work with a motivated, international and interdisciplinary team from five countries (Tunisia, Morocco, Palestine, Jordan, Germany);
- Room for creativity and initiative;
- Experience in the field of international cooperation, gender strategies and adult education;
- Remuneration 2.000,- € including all taxes and all other costs;
- Workload up to 15 days within the period of assignment 10.09 – 30.11.2020.

Apply

If this sounds like a project you would be passionate about, please submit your letter of motivation explaining why you are suited for the position and a CV by an email titled "**Freelance Project Assistant**"; we look forward to learning more about you.

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