



Rte de Lausanne 107
1197 Prangins - Switzerland

T +41 22 365 15 00
F +41 22 365 15 05

info@peacenexus.org
www.peacenexus.org

PEACENEXUS VACANCY Trainee Position 2019

Starting date:	3 January 2019
Application deadline:	9 November 2018 (Noon, CET)
Location:	PeaceNexus Foundation, Prangins (Vaud-Switzerland)
Language requirements:	Fluent English (French desirable, Russian and Serbo-Croat an asset)
Type of contract:	Trainee 6 months (minimum)

PEACENEXUS FOUNDATION Prangins (VD), Switzerland

PeaceNexus is a Swiss-based Foundation established in 2009. We provide a range of capacity building services with the objective of strengthening the effectiveness of organisations that play a role in building peace. We multiply the peacebuilding impact of our partners through:

- organisational development for peacebuilding champions;
- developing capacities for conflict sensitivity; and
- supporting multi-actor dialogue to develop solutions to local peacebuilding problems.

We focus on the regions of West Africa, Western Balkans, Central Asia and South East Asia, where we work with local partners who are well positioned to address specific conflict risks. We also work with a smaller number of international organisations who carry particular influence in shaping international peacebuilding policy and practice in support of local peacebuilding processes.

Duties and responsibilities

PeaceNexus is looking for a committed trainee to provide assistance to project development, implementation and reporting.

The trainee will have the following responsibilities:

- Support to the organisation and reporting of internal and external learning events
- Support to the implementation of selected projects with partners
- Support to the preparation and analysis of surveys for the purposes of monitoring and evaluation
- Research and analysis related to project implementation
- Editing and proof reading tasks related to project deliverables or external communications
- Website and database maintenance

Modalities

Trainees can work full time or part time. PeaceNexus will pay 2800 CHF per month (full time) and will provide professional supervision and guidance as well as tailored learning opportunities. Part-time trainees should be prepared to work a minimum of 60%. The traineeship is for six months, and can be extended up to one year.



Rte de Lausanne 107
1197 Prangins - Switzerland

T +41 22 365 15 00
F +41 22 365 15 05

info@peacenexus.org
www.peacenexus.org

Requirements

The trainee should have completed an undergraduate degree. A post-graduate degree in a relevant field and peacebuilding relevant work experience is an asset. The working language of PeaceNexus is English and strong communication skills in English are essential. Fluency in French is desirable and other languages are an asset.

The work requires strong analytical skills and an interest in and knowledge of conflict prevention and peacebuilding. Applicants will be required to demonstrate these competences in the application process.

Applicants should have a valid working permit for Switzerland, and or a study permit with a right for a gainful activity, when coming from a country outside the EU.

Application process: Short-listed candidates will be asked to complete a written exercise and attend an interview during the last two weeks of November.

Please send your CV, with an application letter by **email** to: recruitment@peacenexus.org **by 9 November 2018 (Noon, CET)** with subject line: **Application Traineeship *First Name Last Name***. Applicants should also include recommendations from professors and/or former employers.

* * * *