

Job title: Project officer

Objective:

Under the responsibility of the Executive Director of the Foundation, the successful candidate will take part in the structuring of a project to be launched in 2023.

Missions:

- 1/ Contributing to the development of the partnerships required to carry out the project;
- 2/ Creating content to present the project to partners;
- 3/ Ensuring the follow-up of ongoing actions, in collaboration with the partners;
- 5/ Ensuring the operational and event management of this initiative.

Required skills:

- Master's degree level
- Fluent English
- Very good command of office automation tools, digital marketing and social networks
- Very good writing and speaking skills
- Organisational skills
- Thoroughness
- Aptitudes in the event management field
- Good interpersonal skills
- Ability to adapt
- Autonomy and ability to work in a team
- Good presentation
- First experience welcome

Applicants should send their CV and cover letter to the following address: recrutement@fpa2.org