

World Vision is a Christian relief, development and advocacy organization working with children, families and communities to overcome poverty and injustice. World Vision is dedicated to working with the world's most vulnerable people regardless of their religion, caste, gender or ethnicity. World Vision has been in Sri Lanka since 1977 and currently works through 32 development and relief programmes in 15 Districts across the country.

At World Vision we are passionate about children and committed to bringing fullness of life to the most vulnerable and disadvantaged. Every day for forty years, that is what our team at World Vision has been doing.

VACANCY

Project Assistant – ANCP - iLIVE

Location – Killinochchi

Job Profile

The purpose of the Project Assistant is to serve as a catalyst, partnership broker and capacity builder of local partners, facilitating and strengthening of community-led initiatives to improve and sustain the iLIVE objective.

Major Responsibilities

- Assist stakeholders and community partners to identify and mobilize community resources needed for project implementation
- Ensure all project activities/interventions are delivered on time, within scope and budget
- Enable and facilitate networking and connections among local stakeholder groups, local partners and others outside the area
- Regular reflections with the stakeholders to review the progress
- Create and maintain comprehensive project documentation

Required qualifications, experience & competencies

- Diploma in Social Development or other relevant field
- 03 years' experience in Community Development
- Good oral and written communication skills in English
- Good computer skills with knowledge on MS Office Package (Word, Excel, PowerPoint)
- Knowledge on basic accounting is preferred

If you meet the required criteria and wish to apply If you meet the required criteria and wish to apply, please refer to: <https://careers.wvi.org/job-opportunities-in-sri-lanka> or

Email to: vacancies_wvlanka@wvi.org (Please mention the designation on the Subject and indicate your salary expectation on the body of the email)