



Building Capacity for Self-Reliance

PART-TIME PROJECT OFFICER

The African Community Development Foundation (ACDF) is a UK registered voluntary organisation established in 1999. The organisation works internationally within the public policy environment to promote community development and build sustainable capacity for self-reliance within African communities.

ACDF is located in the Streatham Hill area of London and runs programmes supported by a small team of highly committed and enthusiastic staff.

We are currently seeking to recruit a part-time Project Officer for our Diaspora Volunteer Programme to ensure that this exciting new programme runs smoothly.

As project administrator you will have excellent organisational, report writing and communication skills. A working understanding of international development issues as well as being a proven team player will be an added advantage.

Salary: Scale 6 SCP 26 (£21,412 pro rata; 18 hours a week). This is a 5-month fixed-term contract, and the successful applicant will be in post with effect from May 2009.

To receive further information and an application pack, please contact us by email on acdf@acdf.org or SMS name and contact details including email address to: 07932 498 359.

Closing date for applications: Applications must be sent electronically to acdf@acdf.org and be received by **5.00 pm on Monday 27th April 2009**.

Interview date: Interviews for this post will be held on 30th April 2009. Only shortlisted applicants will be contacted.

The Foundation is registered in England & Wales as a company limited by guarantee No. 03716098

Registered Office:

Ilex House, 1 Barrhill Road, Streatham Hill, London SW2 4RJ, United Kingdom

Email: info@acdf.org; Website: www.acdf.org