

## Job Announcement

Action for Research and Development (**ARD**) is a is a not-for-profit research and development non governmental organization specialized in the field of *human resource development, ecological agriculture and rural development, natural resource and environment management*.

We are now running the Capacity Improvement and Communication Project (CICP) with target areas in Kampong Speu Province and the main components of the project are Training Program for Young Graduates, Community Development Program, Monthly Newsletter Publication, and Library Program.

At currently, ARD is opening for all interested candidates to become **Volunteer in charge of Community Development Program** and carry out the following tasks and responsibilities:

### Responsibilities:

1. Working under direct supervision of Executive Director and closely cooperation with community development program staff and other as well
2. Working as Facilitator/Survey Assistant for the Community Development Program
3. Assist Field Monitoring and Survey Assistants in preparation of work plan, reporting, questionnaire for survey, data collection at the fields, farmer training, group formation, follow up and monitor the project activity at target villages
4. Other job required by Executive Director

### Requirement:

1. At least Fourth Year student and only specialist in Agronomist or Veterinary
2. To be a fast learner and good initiative
3. Willingness to work as a team and can stay over night at the rural fields
4. Understand well on English Language is advantage, Computer Literacy (Word, Excel)

**Main Notes:** *If the volunteer get success after three month probation period, she/he will nominate as an ARD staff.*

Interest candidates who wishing to get experiences in the purpose of working with NGOs in the field of rural development, are invited to submit Cover Letter and CV with a current photo to address below not later than **20 November 2007**. **The application must be submit in hard copy and deliver at ARD Office.**

### Action for Research and Development (ARD)

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