



FM Care
P.O. Box 1022 Gaborone, Botswana
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JOB DESCRIPTION:

TITLE: Coordinator for Short-term volunteers

LOCATION: Botswana

ACCOUNTABILITY: Accountable to: FMC Manager
Responsible for: Short-term volunteers

Main purpose of the job

FMC empowers young people to become peace makers and to build bridges between cultures in their countries of origin. This is realized through offering intercultural experiences for Short-term volunteers (STV) in Botswana as well as supporting them in their spiritual growth. FMC also empowers the society of Botswana through seconding STVs to local partner projects in order to support them effectively.

Scope of job

The Coordinator for STVs will be involved in the process of recruiting STVs and seconding them to local partner projects. She or he will also supervise and mentor the STVs during their term with FMC.

Duties & Key responsibilities

- To advertise the STV program and conduct the recruitment process in close relationship with the sending organizations abroad
- To organize the logistics for the stay of the STVs in Botswana (work permit, visa, housing, etc.)
- To conduct orientation sessions and discipleship meetings and to provide ongoing support for the STVs during their term with FMC
- To network with local partners (FBOs, CSOs, Churches, etc.) in order to second the STVs to suitable projects
- To manage the STVs timetables

We are looking for you!

You maintain a personal relationship with Jesus Christ and you are a mature personality, experienced in mentoring and supervising young adults.

You hold a degree or have a professional qualification; you are willing to raise your own financial support since FMC is not paying a salary.

Interested? Get in touch with us!

Lukas Peter
FMC Manager
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