

GENERAL INFORMATION: Community Liaison Manager: DRC

Terms of Appointment

This is a permanent post beginning in August 2010. This post has unaccompanied status. The place of work will be the Democratic Republic of Congo although all international staff may be required to transfer to other MAG overseas operations on a temporary or permanent basis

Remuneration

The salary range for this post is £21,506 - £26,745 per annum, dependent on programme and level of responsibility.

Salary is paid through credit transfer to your bank account on the 26th day of the month.

The starting salary is normally Point 1 of the scale. However, in exceptional circumstances appointment over and above point 1 may be considered. Subject to satisfactory performance, progression will be automatic with individuals getting an increment every 12 months until they reach point 4. Salaries are fixed in sterling but we will convert to whichever currency your bank account is held. Please note that MAG cannot be responsible for any fluctuations in exchange rates during employment.

Other benefits

MAG will also provide accommodation and food or a per diem payment while working overseas and up to 3 unaccompanied flights home from the country programme in each completed 12 month period.

Hardship Allowance

International staff in the Democratic Republic of Congo will receive £2,000 per annum in addition to annual salary.

Working Hours

There are no fixed hours of work.

Annual Leave Entitlement

Annual leave entitlement starts at 6 weeks per annum and increases with service to 8 weeks per annum.

Breather Breaks

International staff in the Democratic Republic of Congo will receive breather breaks in addition to annual leave

Pension Scheme

There is no pension scheme for international employees.

Insurance

MAG provides personal accident insurance, life assurance and medical and repatriation insurance for all international staff.

Probation

The postholder would be subject to a six month probationary period.

Medical clearance

MAG requires all employees to show they are likely to be able to give regular and effective service in the duties of the post for which you have applied. All offers of employment will be subject to medical clearance. MAG uses the services of Interhealth, a UK-based travel health organisation to assess employees' health and welfare prior to deployment.

References

All offers of employment will be subject to the receipt of two professional references satisfactory to MAG.

Response Instructions

Application is by completed application support form. This document should be submitted to humanresources@maginternational.org by 18 July 2010.

Interview Arrangements

Most of our interviews are conducted by telephone. Please advise us of any dates that you would not be available for interview if you were shortlisted.

If you have been shortlisted you will be contacted by e-mail to confirm interview arrangements. If you have not been contacted within 3 weeks of the closing date, you should assume that your application has not been successful.