

GENERAL INFORMATION:

Community Liaison Managers, opportunities worldwide

Terms of Appointment

MAG is seeking expressions of interest from individuals for future Community Liaison Manager roles. These roles may be on a fixed term basis, or permanent, dependant on the candidates' preference. These posts have unaccompanied status. All international staff may be required to transfer to other MAG overseas operations on a temporary or permanent basis.

Remuneration

The salary range for Community Liaison Manager positions 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.

Other Benefits

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

Working Hours

There are no fixed hours of work.

Annual Leave Entitlement

In addition to statutory holidays, there is an annual leave entitlement of 6 weeks per annum which increases with service to 8 weeks per annum. Contracts of employment 3 months or less in length are not entitled 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. Candidates will be required to complete a medical form, obtain written confirmation of their fitness to work from their doctor and may be required to undertake a medical by an independent doctor.

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 Sunday 14th March 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.