

M.A. in International Development (Glocal) Marketing and Students Coordinator

Glocal is a unique MA program at the Faculty of Social Sciences, Hebrew University of Jerusalem, which aspires to train young practitioners in the development field, focusing on working with disadvantaged communities around the world. The program brings together academic and practical training in the developing world.

Job description and responsibilities:

1. Student academic support

- a. Coordinating and guiding group meetings with students, supporting various assignments
- b. Personal assistance with assignments and needed background from other disciplines
- c. Supporting international students from the application process through arriving and adapting to the University and Israel

2. Program publications and PR

- a. Assistance in drafting and marketing Glocal written material, both online and offline
- b. Managing the program's www site, Facebook, Twitter
- c. Managing Open Days, presenting the program in conferences

3. Students recruitment

- a. Managing Glocal's recruiting campaign
- b. Participating in the application process (interviewing, marking assignments)

Time frame:

To Be Determined. Around 10 hours per week (on average). Entails at least one day in the office (Jerusalem- Monday and/or Tuesday), commencing October 2017

Requirements:

- Fluent professional English, Good Hebrew (Reading, speaking)
- MA in relevant field; Excellent academic skills and grades
- Strong interpersonal skills (a "people" person)
- Innovation, motivation and good team spirit
- Excellent writing English skills and/or background in development – an advantage
- Experience in marketing or in social media – an advantage
- A Graduate of Glocal – an advantage

If you are interested please send your CV and cover letter to Shana at glocal@savion.huji.ac.il by September 30st, 2017, With the subject "Glocal Position".

