



Project Assistant Position

Description:

An NGO specializing in the field of migration is seeking an English-French speaker for a program supporting students from developing countries. Every year students from a range of countries, primarily from Asia and Africa, come to Israel for a work-study program in modern agriculture. The program is designed to provide the students with a network of support throughout their stay in Israel.

Scope of work is 50%. Work is mainly from home.

Key responsibilities include:

- Coordinating responses to inquiries from program participants;
- Operating and administrating digital communication platforms of the program;
- Preparing and designing informational materials;
- Accompanying field visits and inspections;
- Assisting in delivering surveys, and other research activities a possibility.

Requirements:

- English and French at conversational level.
- A service-oriented and cultural sensitive approach.
- Ability to travel and conduct field visits throughout the country.
- Digital orientation – an advantage.
- Experience working with migrants – an advantage.

Start date as soon as possible.

For interested applicants, please email us at: cimi-jobs@cimi.org.il (email subject: "application for representative in the Agricultural Work-Study program").