

AREA OFFICER
Terms of reference

Under the direct supervision of the relevant Area Manager and that of the Coordinator of the Field Support Unit (FSU), assists the liaison between the HQs and the Field Coordinators in their assigned areas of responsibility.

- Assists the overall coordination of communications between HQs and the field offices;
- Supports the channeling of operational requests from the Field Coordinators to the FSU and to other units of the Electoral Division as appropriate;
- Helps out in ensuring the smooth implementation of the electoral operations in the field by ensuring that the logistics and other needs of the field offices are met;
- Travels to field offices as needed;
- Submits periodic status reports to the FSU on the preparations for the election in their respective areas of responsibility;
- Other duties as assigned by the relevant Area Manager and by the FSU Coordinator.

Qualifications:

Advanced university degree in political or social science or related field, or equivalent experience. Previous electoral experience in the field required. Fluency in French. Proficiency/knowledge of local languages an asset. Valid driver's license required. Flexibility and a willingness to live and work in hazardous conditions involving physical hardship and little comfort. Ability to work harmoniously with people of different cultural backgrounds.