

For our Team in Tlemcen, Algeria, we are seeking the support of a full-time

Private Sector Coordinator (male/female) at the Pan African University Institute of Water and Energy Sciences (including Climate change) - PAUWES

Field of activity

The Pan African University Institute of Water and Energy Sciences (including Climate Change) (PAUWES) was called into existence by the African Union Commission. It was established as a knowledge and science hub of the Pan African University (PAU) and is hosted by the University of Tlemcen in Algeria. PAU is guided by the vision of an Africa managed by its own citizens and acting as a dynamic force in the international arena.

PAUWES offers four graduate programmes, 2 Masters of Science in Water (Engineering track and Policy track) and 2 Masters of Science in Energy (Engineering track and Policy track) aiming at training top students to become engineers and policy analysts, able to address Africa's most pressing development challenges.

Germany is supporting the African Union (AU) in the establishment of the Pan African University (PAU), as a continental network of science and technology institutes.

Your tasks

As the Private Sector Coordinator, you will be responsible for the development of the partnerships and relationships with the public and private sector in order to enhance the students' learning experience and to facilitate their transition to the job market.

You will be working full time at PAUWES (Tlemcen, Algeria), report to the Deputy Director of the Institute and work closely with a team of Algerian and international experts.

Your main tasks will be as follows:

- **Partnerships' development**
 - Develop partnerships with private and public companies
 - Contribute to the Master thesis organisation in bringing new research opportunities to the students, related to companies field of interests
 - Developing opportunities for the students to have a successful internships within companies in Africa and in Europa in collecting internships' offer
 - Collect companies' needs related to applied research projects which could be carried out by PAUWES students and professors
 - Organise events and conferences aiming at creating a network of companies interested in the activities of and/or supporting the Institute
- **Career services**
 - Provide the students with tools and training related to their career orientation
 - Organise events (fairs) and conferences to expose students to the needs and perspectives of companies in Africa
 - Provide guidance, coaching and tutoring to the students in their transition to the job market (internships and post graduation activities)
 - Develop the database of PAUWES alumni and organise a yearly survey to collect information about their career path
 - Set-up and moderate the PAUWES alumni network (mainly online)

As the capacity and institutional development of PAUWES is in progress, we expect the Private Sector Coordinator to be flexible regarding the responsibilities and tasks that might arise and to adapt to changing processes and circumstances.

Your profile

You should be employee at the university of Tlemcen and hold at least a Master degree and have a substantial track-record in working within higher education settings, HR development, communication or events organisation. A previous experience within a Career centre will be an asset.

During your professional career, you have successfully developed projects (entrepreneurial spirit), organized events, engaged with social and professional networks for collaborative capacity building. Competences in coordination and networking shape your professional profile.

As an individual, you should be able to work in a cross-cultural environment and engage with diversity effectively. You are characterized by your intercultural, diplomatic and strategic skills. You are highly flexible and resilient under pressure.

We expect candidates to have a proficiency level in English and French, Arabic is an asset.

Assignment period

Full-time position from 12.02.2017 to 31.12.2017

What we offer you

Basic salary paid by the Algerian Ministry of Higher Education (through University of Tlemcen) and Top-up paid by the African Union Commission (through the Institute)

Application and contact information

Detailed CV and cover letter to be sent to career.pauwes@gmail.com until February 4th, 2017