

Title

GPI – Existing Areas - Assistant support country Manager for Italy

Objective

As part of the Global Peace Initiative (GPI), The Existing Areas Team works to develop and implement strategies in support of Maharaji's aspiration that everyone has an opportunity to hear his message, and if they want to pursue it further, be provided with all the resources they need to explore, discover, learn about, and enjoy it for the rest of their lives.

Description

The assistant will work with the country support manager for Europe, in all the activities which he does. As a back-up, he/she must be able to stand-in when necessary

The GPI Existing Area Team will help research, develop and implement customized strategies in areas where there are already established peace initiatives. This volunteer position is available for those who have received the techniques of Knowledge as shown by Maharaji.

Key responsibilities

- Work with country support manager to develop appropriate strategies with clear performance targets
- Work with the GPI Info Line project manager to implement and run a helpline in each country to support new interested people, aspirants and people who have received the techniques of knowledge
- Work with country support manager to identify cities to be visited by the GPI representative
- Communicate to GPI Existing Areas manager the needs for materials and support needed for peace initiatives to flourish in the identified regions
- Track current initiatives for success, and provide feedback on effectiveness of outreach kits

Skills and Experience

- Relevant management experience
- Team player
- Organized and systematic
- Work effectively with volunteers from diverse multicultural backgrounds while delivering expected results in a timely fashion

You will be given all the additional information, the role details, and support from the country support manager.

Resources required

- Skype connection desired, with reasonably fast net access to take Skype calls
- Basic Excel, PowerPoint, and Word skills
- Ability to use and understand English clearly and communicate effectively, both orally and in writing
- Mobile phone

State/District Europe

Country: Italy

Online Online

Hours/Week Approximately 10 to 12 hours a week

Hours/Week details Working from home

Dates and Times required

Starting now for a minimum of one year, extendable, there will be a 3 months probation period and evaluations every 6 months thereafter

Additional Information

Please attach your **professional CV** demonstrating relevant experience. Include a cover letter indicating why you are interested in this position. Provide a photo and two recent references. An interview will be required.

Last Date to Respond: 21 october 2011

Send your application to:

- Sandra Bartolini
- e-mail : sandra.bartolini@poste.it
- Mobile: 339 5875588
- Skype: bartolini.sandra
(9-10,30 pm)