

MCC SALT/YAMEN Service Opportunity

MCC is an equal opportunity employer, committed to employment equity. MCC values diversity and invites all qualified candidates to apply.

Assignment Title & Partner Organization: SALT/YAMEN: Donor Relations Officer—Peace Club

Term: August 16, 2022 – July 15, 2023

Date Required: August 16, 2022

Location: Lusaka, Zambia

Project Theme: PS Peacebuilding Salt/Yamen

Job Synopsis:

The SALT/YAMENER will serve alongside Peace Club, helping to support their school-based peacebuilding activities through donor relations and networking to expand their funding base. The participant will serve alongside full-time staff members, visit the peace clubs to fully understand the work, and assist with administrative, communications, and grant writing needs.

Qualifications:

All MCC workers are expected to exhibit a commitment to a personal Christian faith and discipleship; active church membership; and nonviolent peacemaking.

An invitation to an assignment is contingent on the successful completion of a criminal background check.

- Post-secondary degree or diploma (or equivalent work experience) in Development Studies, Business, Communications, or another related field.
- Strong English language skills, both verbal and written.
- Strong writing skills. Experience in report writing and data collection.
- Experience in communications, grant writing, and both website/social media maintenance is an asset.
- Ability to network and creatively research and establish relationships with new donors.
- Demonstrated ability to communicate well in a variety of settings and work respectfully and professionally with people from a wide variety of backgrounds and ages.
- Ability to work on a team as well as independently on tasks assigned.
- Demonstrated ability to respond to changing situations with patience and flexibility.

Key Responsibilities:

- Search for other donors, funding sources, and compose project proposals.
- Participate in weekly visits and monitoring of school-based peace clubs to understand the scope of the work.
- Collect data concerning the impact of the program on schools and surrounding communities.
- Assist in the editing of progress and final reports of peace club activities.

- Disseminate information and stories on Peace Clubs through various forums including websites, newsletters, and magazines.
- Write and share peace club stories of success and lesson learnt during the implementation stage.
- To make weekly follow up on the activities of peace club in schools.
- To participate actively in meetings and peace club sessions and activities
- To participate in the day-to-day office or field activities such as cleaning, typing or dispatching documents as assigned by the director.
- To collect suggestions from students, teachers concerning effectiveness of peace club.

Assignment Narrative:

Peace Club is a well matured NGO with a strong positive reputation in the schools where they work. Peace Club seeks to empower individuals and communities with skills, knowledge, and practice in peacebuilding and conflict resolution.

The SALT/YAMENr will assist in developing a grant application and building up a network of potential financial donors to support the peace clubs. The role of donor relations will allow the work to enjoy support beyond MCC and can make it possible for Peace Club to expand their scope of work.

During the school term, Peace Club activities tend to be very demanding and sometimes include workshops being conducted on Saturdays. However, during holidays and term breaks, the schedule is more relaxed. The SALT/YAMENr will work alongside a team of three Peace Club staff. In addition, there is an MCC Zambia Peace Coordinator based in the MCC Lusaka office who can provide additional support for SALT/YAMENr working in peace-related positions.

Location Description:

The Peace Club office is located on a major road in the downtown area of Lusaka; Lusaka is the capital city of nearly 2.5 million people. Most of the people live in “compounds” on approximately \$2 per day. There are up to 83,000 estimated refugees in Lusaka. The lure of the city continues to create a rapidly growing population. Traffic can become congested, and it can take up to an hour to drive across the city.

The economy has been growing in recent years and is evident in many newly sealed roads and western style shopping malls that have been built. However, only a small percentage of the residents have access to reliable water, sanitation, and electrical services.

The city of Lusaka is diverse, with a large expatriate population. Although there are over 72 languages spoken in Zambia, Nyanja is the main local language spoken in Lusaka and English is the official language and primary language of education. People are friendly, relaxed, and welcoming to visitors. The city is decorated with year-round flowering trees and bustling outdoor markets. Cell phone coverage is widespread and internet services available, though sometimes unreliable. The country is home to the magnificent Victoria Falls and numerous national parks for excellent game viewing.

There are many unpaved roads throughout the city and inside the compounds that can become very muddy in the rainy season from November to April. During the dry season of May to October, the

environment can be dusty, which may aggravate allergies or respiratory conditions. Temperatures in the hot season of September to November can reach the high 30 degrees Celsius. The Peace Club office and schools are not air-conditioned.

The SALT/YAMENer will live with a Zambian family, most likely in a densely populated area. Most families care for several dependents. Most host families in Lusaka are generally uncomfortable with SALT/YAMEN travelling about after dark.

The local diet typically consists of cornmeal stiff porridge (nshima) with a green vegetable or meat relish. The presence of South African chain stores in Lusaka means that most commercial products can be purchased, though imported products are often expensive.

The SALT/YAMEN will have regular access to the MCC office in Lusaka located about 20km from Chilenje, where the Reps and other staff are based. The MCC Zambia team averages around 12 –15 staff working primarily in the areas of peacebuilding, education, and capacity building. The MCC property is located on an acre of land and offers a relaxed garden environment, in contrast to the city with limited 'green space'. The Reps' residence and a small guest house for MCC workers is also located on the property. To round out the team, MCC Zambia hopes to also fill the other SALT/YAMEN positions in Choma and Lusaka that are listed for the current year.

Adequate medical, vision, counselling and dental services are available with various private clinics in Lusaka. Specialist medical care is available in Johannesburg, South Africa, which is accessible within two hours by plane. Staff and partner organizations can give guidance as to the most appropriate services.

Challenges:

- COVID-19 remains unpredictable both at home, and around the world. MCC strongly recommends vaccination against COVID-19. Safe and effective vaccines against COVID-19 are a vital part of prevention, by reducing individual risk of disease and risk of transmission to others. Vaccination is particularly important for those who are interacting closely with members of the community, those staying with host families, who are traveling, who live in contexts with limited healthcare resources, or who are at higher risk of serious disease. Proof of vaccination may be required in individual cases to fulfill job expectations, for example, if it is required for travel by an airline, a government requirement to enter a country, required by a local partner organization, etc.
- To prioritize wellness and limit risk to our participants and the local community from COVID-19, assessments of each task will continue on a regular basis. If an assignment is found to be no longer viable, we will do our best to help you secure an alternative assignment.
- Zambia is in a malaria area and taking anti-malarial medication and other precautions to reduce the risk from mosquito bites is strongly advised.
- Groundnuts/peanuts are commonly used in cooking. Although there is a wide variety of restaurants and food available in Lusaka, the typical diet eaten in many Zambian homes may be limited in variety.
- Travel to and from the Peace Club office will include riding a minibus, a crowded form of public transport. Further travel around Lusaka will also require walking on foot through congested, polluted streets. The Peace Club office is located on the fourth floor and requires ability to walk up multiple flights of stairs to reach the office if the elevator is out of order.

- Significant cultural differences potentially, especially when it comes to gender roles. Gender roles in Zambia tend to be more rigid than in Western cultures and females may have less freedom. Men typically have more power and are often the leaders/decision makers culturally. Women are often expected to do much of the work in the home i.e., cooking, cleaning, etc., sometimes with the assistance of children, regardless of having another job outside the home.
- The SALT/YAMENer (particularly if female) may receive unwanted comments and attention from men.
- The daily schedule of visiting Peace Club programs may change at short notice due to a variety of reasons and will require the SALT/YAMENer to be patient and flexible.
- Local church and area not extremely supportive to openly LGBTQ+ persons and homosexuality is considered illegal in Zambia.
- Managing frustration when things don't turn out as expected can be hard. While we do our best to determine and outline job responsibilities with our local partners, assignments really come alive based on the passions, skills, and giftings of an individual. Responsibilities may change or be refined over time in communication with supervisors to meet the ongoing changes and needs within a local context. As such, the greatest characteristics a participant can bring to an assignment are adaptability, flexibility, patience, a willingness to get your hands dirty, and humility to complete even mundane tasks.
- For those who are very task oriented, it can be a challenge to recognize the importance of "being" instead of always "doing" as building healthy relationships and mutually transformative learning is an important part of the participant experience. We hope participants will come with a desire to walk alongside our local partners, rather than see the assignment solely as a way to "get things done".

Benefits:

For all SALT/YAMEN assignments, MCC provides:

- All basic needs related to assignment i.e., travel to and from assignment, food & household costs, housing, in-country transportation, etc.
- Modest monthly personal allowance
- Modest monthly worker care allowance
- Full medical coverage—no co-pay
- Educational loan reimbursement
- Vacation days
- Orientation and Re-entry Retreat costs
- MCC in-country meetings and retreat costs
- End-of-term benefits

For more information, see mcc.org/salt or mcc.org/yamen