

Job Announcement:

Coordinator for International Water Resources Management Program

Florida International University (Miami) has an open position for a Water Program Coordinator. The successful candidate will be responsible for coordinating activities in the USAID-funded Global Water for Sustainability (GLOWS) Program. Duties include the preparation of work plans, project scheduling, report writing, and organization of workshops and meetings. International travel is required. The successful candidate will have demonstrated writing and communication skills and knowledge of water resources issues in an international context. Prior experience in USAID-funded projects and knowledge of Spanish are also desirable. Minimum qualifications are a Master's Degree in an area related to water or natural resources management. The position is open immediately (June 2008) and will extend at least through September, 2009. Renewal of the position beyond this date is also possible. To learn more about the GLOWS program, please visit <http://globalwaters.net>. For questions about the position or to apply, please contact Dr. Michael McClain (GLOWS Program Director) at michael.mcclain@fiu.edu or Dr. Elizabeth Anderson (GLOWS Deputy Director) at elizabeth.anderson@fiu.edu.

Specific Details

Requirements: Master's degree in an appropriate area of specialization and two years of appropriate international experience.

Skills:

- Working knowledge of environmental, social and economic issues as they relate to freshwater resources
- Sharp technical writing and editing skills
- Good organizational skills and agility in communication with program partners from different countries and cultures
- Proficiency in reading, writing and speaking Spanish is desirable

Major responsibilities:

- Manages program activities in the GLOWS program at global and country levels in coordination with GLOWS partner organizations
- Responsible for preparing work plans, project scheduling, report writing, and organization of workshops and meetings
- Works closely with Director on matters related to the general administration of the GLOWS program from Florida International University
- Facilitates opportunities for involvement of students and volunteers in program activities
- Coordinates preparation of an online USAID Water Guide for planning and implementing water-related projects

Compensation: The position includes full benefits and a competitive salary commensurate with experience. For more information on benefits visit <http://www.fiu.edu/hr/Benefits/Home.html>.