

### JOB Announcement

Precious Women is a local Christian organization in Phnom Penh Cambodia, working along-side women who are being exploited in the Entertainment Industry within Karaoke Bars and Beer Gardens.

**Vision:** To see all exploited women working in Cambodia’s entertainment industry live with dignity, equality and hope.

**Mission:** To empower women to improve their lives and work in an environment free from sexual and economic exploitation.

**Precious Women** is looking for passionate and qualified Khmer candidates to fill the following positions:

Position Title:	1 Outreach Program Coordinator
Location:	Phnom Penh
<b>Responsibility and Duties</b>	
<ul style="list-style-type: none"> <li>o Oversee Night Outreach, Women Fellowship party, Empowerment Training, Special Events (Christmas, Valentines and Women’s Day parties) and Voice of Hope project.</li> <li>o In charge of Voice of Hope Program (speak at the radio station, create topics, invite guest speakers to talk on the radio)</li> <li>o Follow up with callers and make community home visits to our callers</li> <li>o Provide gifts for callers, guest speakers and event calendars for our callers</li> <li>o Produce spot/video and drama for the radio live show</li> <li>o Build good relationships with chief leaders and appoint a group listener in the community</li> <li>o Create planning and budgeting for these programs together with Outreach Program team and Director</li> <li>o Host and present orientation about Precious Women/Outreach Program and especial for Outreach policy.</li> <li>o Maintain good relationship with donors and visitors who have joined the Outreach Program and visited Precious Women.</li> <li>o Mentor, coach and supervise the Fellowship staff, Empowerment Trainers and volunteers.</li> <li>o Communicate and share information with Social Media Officer to promote the Outreach program.</li> </ul>	
<b>Job Requirement</b>	
<ul style="list-style-type: none"> <li>o Strong faith in Christian (men and women can apply)</li> <li>o Good with speaking and writing in English</li> <li>o Bachelors Degree of Management/ International communication/Social worker or related field</li> <li>o Minimum 1-year experience in an above listed field and radio experience would be helpful</li> <li>o Ability to build good relationships and work professionally with women, staff and another NGO’s</li> <li>o Have basic knowledge and skills of computer, internet, email, Microsoft Office (Word, Excel, PowerPoint ...).</li> <li>o Ability for coaching, supervision to our staff and problems solving with the women/staff</li> <li>o Ability to flexible and adapt with the team work and women</li> <li>o Ability to create new topic and new dram/song for the radio</li> <li>o Ability to speak at the radio and ability invite to guest speakers from other NGOs</li> <li>o Able take independent action and carry out plans</li> <li>o Serve and promote the vision, mission, core values and strategic plan of Precious Women</li> <li>o Willing to work with the clients who are from difference background and low education.</li> <li>o Willing to learn new skills internal and external organization to improve productivity.</li> </ul>	

All interested candidates can submit CV before 23 December 2017 to:

Email: [info@preciouswomen.org](mailto:info@preciouswomen.org) Phone: + (855) 89 270 470/ 16 394 006/ 89 378 498



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