

VACANCY ANNOUNCEMENT

The European Inter-University Centre for Human Rights and Democratisation (EIUC), based in Venice-Lido, is seeking a well-qualified individual for an assignment as **Cinema and Human Rights Project Officer** for the period April-September 2008. As for previous editions the person's commitment will be on a part-time basis (approximately 50%) for the initial 4 months and will increase during the period of the summer school itself (mid-August – mid-September).

Functions and tasks

The Project Officer will primarily be assigned to the organization and coordination of the EIUC Summer School on Cinema and Human Rights (see website: <http://www.cinemahumanrights.org>). He/she will be associated with the staff of EIUC and will work under the supervision of the EIUC Secretary General, Dr. George Ulrich as well as of the Summer School Programme Director Mr. Nick Danziger.

The primary tasks of the Cinema and Human Rights Project Officer will include:

- a) To develop and follow the advertising campaign related to the project (in particular on-line advertising and management of dedicated web-site);
- b) To collect the application forms related to the Summer School and participate in the selection process;
- c) To take care of the communications with the participants selected for the summer school on organizational matters;
- d) To assist in fund-raising for the Summer School;
- e) To assist in managing relationships with the partner organizations in the project;
- f) To assist in other promotional and management activities linked to the preparatory phase of the project;
- g) To support the actual running of the summer school with regard to organizational and related matters;
- h) To cooperate with the Assistant Programme Director of the Summer School in the organization of *ad hoc* meetings with relevant contacts involved in the production/screening of films with HR-related content to be shown at the 2008 Venice Film Festival;
- i) To ensure basic follow-up following completion of the school.

Requirements

- Excellent knowledge of English, including drafting ability.
- University education;
- Organisational and networking capacities;
- Communication skills (targeted on an international environment);
- Team-working abilities.

The Project Officer selected will be required to take up service starting from 15 April (or as soon as possible) and until 15 September 2008. **Gross salary** (co.co.pro. contract) will be approximately of 8.400,00 Euro for the entire period (equivalent to 1.400 Euro per month during the first 4 months and 2.800 Euro per month for the final month), depending on qualifications.

Deadline for sending applications is **10 April 2008**.

Please send a cover letter and a curriculum vitae in English to the EIUC Secretary General, Dr. George Ulrich, Monastery of San Nicolò, Riviera San Nicolò 26, Lido-Venezia 30126, Italy, by fax at: 0039 041 2720914, or by email: george.ulrich@eiuc.org.