Call for Experts

Basmeh & Zeitooneh is calling for experts to join the Incubator Project to train and support startup and local CSOs in Syria, to share their experience and expertise with the participants.

The project aims to develop and empower the Syrian civil society by providing professional training and coaching through an in-depth analysis of the needs of civil society organisations and the continuous follow-up of these organisations during the training period.

Joining the Incubator Project requires a higher education in one or more of the following fields:

* Technical fields (education, protection, livelihood, children’s rights, women’s rights, peace education, citizenship, human rights, advocacy, leadership, non-violence and conflict resolution, etc.)
* Organization Management (project management, finance management, strategy and structure, human resource management, grants management, monitoring and evaluation, logistics, etc.)

Experts will be responsible for the technical and organizational structural support that may include, but is not limited to the following tasks:

* Provide technical support to criteria development/revision process
* Analyze CSOs capacity needs and determine the proper training method for each participant CSO.
* Prepare and develop training curricula and materials according to the needs assessment of each organization.
* Prepare written recommendations and indicators for improvement of the CSOs performance and measure the development of the participant organization.
* Supervise the trainings and provide coaching sessions.
* Follow up with the CSOs during the training and incubation period and make sure all the participant CSOs meet the recommended results.

Experts must know advanced Arabic and have experience in similar project that targets the Syrian civil society.

Job location: Lebanon, Beirut

More information will be communicated upon receiving the application.

Fees will be determined after the interview.

If you wish to apply for registration as an expert, please type in the details below and send the completed form as an email attachment to [incubator.bz.lb@gmail.com](mailto:incubator.bz.lb@gmail.com) , together with your CV.

**Deadline: 20/January/ 2019**

**APPLICATION FORM**

**Personal information**

Name:

Surname:

Year of birth:

Nationality:

Institution:

Position:

Address:

Cell phone number:

E-mail:

**Qualification**

Please state your qualifications relevant to your expertise:

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**Scientific field**

Please state your scientific field of expertise and branch:

Please state the fields of institutional areas which are your specialty (max. 3 areas):

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**Experience**

Please state a short description of your work experience:

**Other information relevant for the selection of experts**

Please state up to five main projects in which you participated in the last five years and your role in them:

1-

2-

3-

4-

5-

Please state your memberships in any professional bodies and your role in them:

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**Knowledge of English**

Please assess your command of the English language on a range of 1 to 5 (1 being the very little, and 5 being very fluent) for four categories stated below:

Listening:

Reading:

Spoken:

Written:

**Knowledge of Arabic**

Please assess your command of the Arabic language on a range of 1 to 5 (1 being the very little, and 5 being very fluent) for four categories stated below:

Listening:

Reading:

Spoken:

Written: