

VACANCY NOTICE

Project Manager for Social and Economic Policies

Starting Date: as soon as possible

Location: Seoul, South Korea

Scope of employment: 40 hours/week

Trial period: 6 months

Deadline: please submit your application as soon as possible, latest by March 31st, 2022

Who we are:

The Friedrich-Ebert-Stiftung (FES) is an independent, private and non-profit organization headquartered in Germany. FES in South Korea runs activities that help to promote social justice and gender equality, shape the future of work, support policies to protect our climate, promote peace on the Korean Peninsula and strengthen international dialogue on geopolitical issues. At the heart of our work is our worldwide network of offices through which FES conducts educational and advisory activities and facilitates dialogue in over 100 countries. More information on the activities of FES Korea can be found at <https://korea.fes.de>

Your role and tasks:

As the Project Manager for social and economic affairs, you will be responsible for FES activities related to social justice, the future of work, gender equality as well as climate change and energy policies. You will contribute to the programmatic work liaising extensively with a wide range of FES partner organizations, including research and policy institutes, trade unions, civil society organizations as well as government entities and political parties.

Your tasks include the planning and organization of events such as conferences, workshops, seminars (in person, hybrid, online), the organization of programs for international delegations, translation and interpretations activities (Korean/English or Korean/German) as well as policy research and analytical work related to political, economic and social developments in South Korea. You will also manage all related administrative procedures and budgetary aspects of your portfolio.

What we expect:

- Master's degree, preferably in Political Science, Social Science, Economics or related fields;
- Excellent command of written and spoken English and Korean or German and Korean;
- Minimum of two years of work experience in running projects in a related field;
- Sound knowledge of political, economic and social structures in South Korea;
- Excellent interpersonal, intercultural and organizational skills and communication abilities;
- Ability to work independently as well as in a team;
- Ability and willingness to travel;
- Valid residence and work permit for the Republic of Korea.

Are you interested?

Please send your motivation letter, CV and relevant supporting documents such as evidence of training and previous professional experience as soon as possible (latest by 31st March, 2022) to information@fes-korea.org