



Public Services International
Internationale des Services Publics
Internacional de Servicios Públicos
Internationale der Öffentlichen Dienste
Internationell Facklig Organisation för Offentliga Tjänster
国際公務労連

Position Description

Job Title: Project Organiser, Young Workers

Commencement Date: Jan 2019

Contract Term: 3 years

Location : Chennai, India or Manila, Philippines

Travel required: Asia

Team : Asia Pacific

Overall responsibilities:

Coordinate the implementation of a regional strategy to foster leadership and organising capacities of young workers in public services trade unions

The key responsibilities of the role include:

- Working with the Asia Pacific (AP) Young Worker representatives, coordinate the implementation of the AP Young Worker strategy including the AP Young Worker Network mentoring programme, young worker academy and the regional Young Worker's Forum;
- Develop and deliver capacity building tools for young workers in relation to trade union rights, gender equality, privatisation, tax, trade and organising;
- Support affiliates to develop national strategies to increase leadership and membership of young workers;
- Coordinate research and the production of tools relating to young worker organising;
- Provide content for mainstream and union targeted communications;
- Develop and conduct ongoing monitoring, learning and evaluation strategy;
- Draft reports for PSI governance and supporters, including half yearly and annual project reports;
- Monitor budget compliance and financial reporting;
- Represent PSI to affiliates and in other forums where necessary;
- Other duties as assigned by the Sub-Regional or Regional Secretary



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Selection Criteria :

Knowledge and experience

- At least 2 years' experience in project and campaign coordination within the trade union movement, civil society or equivalent at the regional level.
- A strong understanding of trade unionism and public services in Asia;
- Knowledge of the political economy of labour and public services; gender equality, the future of work and the interests and concerns of young workers;
- Knowledge of campaigning and organising theory
- A degree in social sciences, labour or gender studies or equivalent experience

Skills and attributes:

- Strong project management skills;
- Demonstrated experience in organising and campaigning;
- Experience designing and delivering training and capacity building programmes ;
- Participatory facilitation skills;
- Ability to use new technologies for organising, project coordination and communications;
- Strong time management and task coordination skills, particularly with an ability to work with a geographically spread team;
- Network coordination skills and ability to coordinate a wide variety of members, staff and stakeholders;
- Demonstrated experience in project management including close monitoring of budgets, drafting timely and accurate reports for internal and external accountability;
- Demonstrated commitment to gender equality and ability to develop gender equality strategies;
- Ability to travel in the region.

Language skill: Ability to write and speak fluently in English, and one regional language is essential.

Supervision: The position will report to the Sub Regional Secretaries / Asia Pacific Regional Secretary.

Location: The position will ideally be based in PSI's sub-regional office in Chennai.

Salary: Base Salary for this position is set at Euros 1,000 per month which currently converts to approximately INR 80,000 per month (PHP 60,000).

Additional benefits are provided including a 13th month salary and contributions to pension and healthcare.