



## Position Vacancy Announcement

Asian Network for Free Elections (ANFREL)

9 September 2019 - FY2019.PCThaiCB

[Project Coordinator: Capacity Building for Civil Society in Thailand](#)

[\(URGENT VACANCY\)](#)

**Position ID:** FY2019.PCThaiCB  
**Hours:** Full-time, Regular  
**Duration of Contract:** 3 ½ months (until 31 December 2019), with potential continuation afterwards  
**Location:** ANFREL Headquarters in Bangkok, Thailand  
**Salary:** Commensurate with experience and qualifications  
**Starting Date:** As soon as possible (position will be filled when a suitable candidate is found)

### Roles and Responsibilities:

[ANFREL](#) is looking for a dynamic person to fill the new position of Project Coordinator for a Capacity Building program entitled “Advancing Democracy in Thailand by Empowering Civil Society and Media”.

The Project Coordinator will work with ANFREL’s Program Officers and the Executive Director in implementing a program designed to increase the awareness of Thai civil society organizations and media and empower them ahead of the upcoming local elections;

The Project Coordinator will be tasked with the following:

- Conduct a CSO-mapping consultation in order to assess the landscape of Thai civil society ahead of the next round of elections, and identify groups working or willing to work on democratic issues;
- Assist in the drafting, layout, and production of a Thai-language election monitoring handbook;
- Organize a series of training workshops on election monitoring for target groups;
- Arrange logistical arrangements for the aforementioned activities;
- Contribute to meet ANFREL’s reporting requirements, and perform other relevant tasks identified by ANFREL’s Executive Director or Program Officers.

### Key qualifications:

Successful applicants should meet the following criteria:

- Bachelor’s degree in mass communication, journalism, or public relations; or political science, social science, development studies or a related field;
- Proficiency in Thai language (both spoken and written) is required, as well as a good command of English;
- Good public speaking skills;
- Demonstrated commitment to ANFREL’s core values of promoting democracy and human rights. Interest in elections and political issues in Thailand is an advantage, while impartiality is a must;

- Prior working experience with human rights and democracy organizations is an advantage;
- Strong work ethic and time management skills;
- Ability to work as a team player in a demanding and multicultural environment.

### **To Apply:**

Please send the following documents to [anfrel@anfrel.org](mailto:anfrel@anfrel.org):

1. *Curriculum Vitae*
2. *Cover letter* presenting your experience, skills, and motivation for the position to fill (maximum 500 words). Please mention your availability to commence working should you be selected by ANFREL.
3. *Name and contact details of at least two (2) references*

Incomplete applications will not be considered. All communications should be directed through [anfrel@anfrel.org](mailto:anfrel@anfrel.org). ANFREL staff will not accept personal phone calls, emails, or messages related to this position vacancy announcement.

Only candidates who have met the required experience & qualifications for this position will be contacted for interviews. We may wish to retain your CV in our database for other/future opportunities, unless you direct us otherwise. Thank you very much for your interest.

### **About the Asian Network for Free Elections (ANFREL):**

ANFREL is a non-profit regional network, formed in 1997 and working to advance the cause of electoral democracy. It has since then established itself as the leading NGO in Asia working on elections. To date, ANFREL has monitored 62 elections from all over the region. ANFREL was formed as a solidarity movement to oppose authoritarian and dictatorial regimes in a number of countries across the region. To date, it continues to promote the spirit of democracy through free and fair elections while continuously enhancing its strategies through strengthened cooperation between government and non-government institutions, both at the national and international levels. ANFREL continues to move forward as a leading organization promoting and advocating for better and more democratic elections in Asia.

ANFREL focuses its work on three major areas: Election Observation, Capacity Building, and Campaign & Advocacy. ANFREL takes a holistic approach to achieve its mission and these programs are designed to complement one another in pursuit of supporting free and fair elections in countries across Asia.

ANFREL is an equal opportunity employer, and welcomes applications from people of all cultures and backgrounds.