



## Call for Applications Project Coordinator on constitutional literacy

The Centre for Human Rights (Centre) invites applications for the position of Project Coordinator for a Constitutional Literacy project. The Centre, with the support of the Konrad Adenauer Stiftung (KAS), is engaged with a project to develop simple, easy-reference and accessible “booklets” explaining the Bill of Rights of three countries in Southern and East Africa: Kenya, Malawi and Zambia. The aim is to raise awareness among the citizens of these countries and deepen an inclusive and participatory constitutional culture.

The Project Coordinator will be responsible for the conceptualisation, research, drafting, translation and dissemination of these “booklets”. The incumbent will work with the Centre’s [Democracy and Civic Engagement Unit](#).

### Minimum Requirements

- A relevant University qualification (human rights/constitutionalism/ international relations/media studies/communication)
- Experience in drafting / development of simplified documents
- Excellent English writing and speaking skills

A solid working knowledge of *Kiswahili*, *Chichewa* or *Bemba* will be an added advantage.

### Application Process

Send the following to [carole.viljoen@up.ac.za](mailto:carole.viljoen@up.ac.za) by **30 April 2021**:

- CV containing your contact details;
- Letter of motivation indicating why you are the most suitable person for the position and the details of two contactable referees on previous assignments;
- Technical proposal including a brief explanation of the approach that you would take to this assignment (including the most salient principles you would apply);
- Writing sample of 2 to 5 pages of any previous work you have done that is relevant to this position.

The selected person will be asked to start as soon as possible. The appointment will be for **9 months**, until **31 December 2021**. The monthly salary is around ZAR 16 000. The selected person may work on the project virtually or in person.

*Only shortlisted candidates will be contacted.*

For queries, please contact [frans.viljoen@up.ac.za](mailto:frans.viljoen@up.ac.za)