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NATIONAL PEACE AND RECONCILIATION  
COMMISSION  
FINANCE  
  
26 MAY 2022  
  
7TH FLOOR, FISRT MUTUAL BUILDING  
99 JASON MOYO AVENUE  
P. BAG 7700, CAUSEWAY, HRE, ZIM.

# VACANCY

CONFLICT PREVENTION MANAGEMENT RESOLUTION AND TRANSFORMATION OFFICER (NPRC/CPMRT/03)

**JOB TITLE: CONFLICT PREVENTION MANAGEMENT RESOLUTION AND TRANSFORMATION OFFICER**

**REPORTS TO: MANAGER CONFLICT PREVENTION MANAGEMENT RESOLUTION AND TRANSFORMATION**

## JOB DESCRIPTION

### MAIN DUTIES AND RESPONSIBILITIES:

- To ensure the delivery of activities to enhance capacities among key stakeholders for dialogue, mediation, negotiation, strategic planning on reconciliation and the building of collaborative capacities.
- To ensure that structures developed by the Commission for dialogue, peace building and conflict prevention are capacitated, operational and effective.
- Ensure that necessary steps are taken to mitigate or resolve conflicts.
- To ensure systematic monitoring of the social, economic and political environment with a view to identify possible conflicts and take the necessary steps to mitigate the effects of the conflicts.

### SKILLS AND COMPETENCES

- A Social Sciences degree in Development Studies, Public Administration, Peace and Governance, Sociology, Psychology or equivalent or related fields.
- Demonstrated field experience in conflict sensitive programming, dialogue processes and capacity building in post conflict environments.
- Well-developed skills and demonstrated experience in facilitation, consensus building, and multi stakeholder dialogue processes, mediation, negotiation, dispute resolution.
- Training skills to impart conflict resolution methodologies to a range of national and local actors, mediators and future trainers.
- Strong analytical, advocacy and interpersonal skills\fluency in any two of the 16 languages in the Constitution of Zimbabwe and knowledge of other ethnic cultures will be an added advantage.

Interested and suitably qualified persons should submit applications **ELECTRONICALLY ONLY** to: [hr@nprc.org.zw](mailto:hr@nprc.org.zw) by **03 June 2022**.

Suitably qualified women, youth, people with disabilities are encouraged to apply

The application should comprise of:

- a) A brief covering letter stating your motivation to apply for this position.
- b) An updated Curriculum Vitae (CV).
- c) Contact details of 3 referees.

Submission Deadline: **3pm Zimbabwe time on Friday 03 June 2022**. Please quote the Vacancy Position and reference number.

