



Emmaus Centre
Centre of Support for Persons with Special Needs
based in Lviv (Ukraine) is looking for a

PROJECT MANAGER



Context

Emmaus Centre – a Centre of Support for Persons with Special Needs, based in Lviv, Ukraine, strives to promote a society more open to persons with a disability.

Created in 2001, Emmaus Centre is an integral part of the **Ukrainian Catholic University**, for which the place given to people with an intellectual disability is one of its foundational cornerstones.

In Ukraine, Emmaus Centre is the **equivalent of the French OCH** (Christian Office for Disabled Persons) in Paris. Like OCH, Emmaus shares common roots and a common spirituality with the international movements of L'Arche and Faith and Light communities, which also exist in Ukraine.

Emmaus Centre's **mission**:

- to help change attitudes in society regarding people with a disability (through outreach presentations in schools and universities, training for professionals, publications, video materials and a journal);
- to support families of persons with special needs (through meetings for parents, grandparents, siblings of disabled persons, psychological consultations and formations);
- to promote the integration of persons with a disability within society through the creation of a group home in the residence of the University, finding job placements in the regular labor market and organizing socio-cultural activities (integrative theatre, recreational sports, excursions for the most isolated persons, etc).

For more information: <https://www.facebook.com/emaus.ucu/?fref=ts> (in Ukrainian)

Main responsibilities of the Project Manager:

Accountable to the Director of Emmaus Centre, the Project Manager has the following tasks:

- **Support with the fundraising :**
 - to look for potential sponsors,
 - to participate in the writing of grant proposals and narrative reports (in English).
- **Take part to the implementation/coordination of projects, as :**
 - Emmaus House,
 - the project of Job Placement :

- to look for potential employers for candidates with an intellectual disability,
- to manage human resources (support and monitoring, further development of the training plan, performance evaluation).

Desirable qualifications:

- Excellent knowledge of English (orally and written),
- Knowledge of Ukrainian, Polish or Russian expected, with readiness to learn Ukrainian where necessary,
- Excellent writing skills,
- Sense of responsibility, autonomy, perseverance,
- Good organizational and administrative skills, rigor and adaptability,
- Effective communication, listening and animation skills,
- Capacity to follow up several projects simultaneously,
- Team management experience expected,
- Personal commitment to sharing Christian values, as well as Jean Vanier 's vision regarding the gift and vocation of people with an intellectual disability,
- Experience accompanying/supporting persons with an intellectual disability a plus,
- Knowledge of the pack office (Word, Excel, Outlook, PowerPoint).

Working conditions

Full-time role. Start date and status (preferably international volunteer status, like Peace Corps) to discuss together.

Contact/questions

Thank you for sending your CV and a motivation letter to:

Christina Anglès d'Auriac, director of Emmaus

c.anglesdauriac@emaus.ucu.edu.ua

