

**REPUBLIC OF LEBANON
MINISTRY OF INTERIOR & MUNICIPALITIES**

**IMPROVING LIVING CONDITIONS IN LEBANESE PRISONS
VACANCY ANNOUNCEMENT**

Project Title	Improving Living Conditions in Lebanese Prisons
Implementing Entity	Ministry of Interior and Municipalities
Duty station	Ministry of Interior and Municipalities
Duration	12 Months
Vacancy Title	Project Manager
Duration of contract	1 year
Date of issue	May 24, 2010
Closing date	June 6, 2010
Starting date	Immediate

Project Background:

The Project "Improving Living Conditions in Lebanese Prisons" aims at supporting Lebanon in its program of democratic, social and economic reforms. Particularly, it intends to contribute towards improving the detainees' social living conditions, with a specific focus on Roumieh and Zahleh prisons.

Two main results are expected to be achieved by the end of the project duration:

- 1- The capacity of the Ministry of Interior and Municipalities in pursuing the improvement of living conditions of inmates is strengthened;
- 2- The living conditions of detainees in the central prisons of Roumieh and Zahleh are improved.

Scope of work

In close coordination with the National Counterpart assigned by the Minister of Interior and Municipalities (MOI), a national senior expert acting as the project manager shall carry out the following tasks:

- Oversee the implementation of the day-to-day activities as approved in the Project's General Operational Plan;
- Manage the prison portfolio under the guidance of the Minister of Interior and Municipalities;

- Act as the team leader for the implementation of the National Report on prisons in Lebanon;
- Assist the MOI in the preparation of the National Action Plan to improve the living conditions of the prisoners in Lebanon. Recommendations shall include the development of mechanisms aiming at stimulate socio-educational and income generation activities, infrastructural rehabilitation, and activities for the socio-economic reintegration of detainees;
- Overview and supervise the rehabilitation works to be identified for each of Roumieh and Zahleh prisons;
- Facilitate the establishment of a project steering committee and act as its Secretariat;
- Prepare Quarterly Operational Plans, as well as narrative and financial reports as per the Memorandum of Understanding signed between the Ministry of Interior and Municipalities and the Embassy of Italy;
- To periodically report to the Italian Development Cooperation Office on the project progress.

Qualifications

The incumbent shall reflect the following qualifications:

- 1- Holder of at least a Master degree in legal studies, with particular expertise in prisons and human rights
- 2- Have 10 years at least of extensive experience in working on issues related to human rights and prisons
- 3- Proven 5 years at least of previous experience in working with international organizations in Lebanon or elsewhere
- 4- Demonstrated administrative, analytical and in-field capacities
- 5- Demonstrated capacity to draw up narrative technical and financial reports
- 6- Demonstrated excellent communication skills
- 7- Capacity to work under stress, particularly in prisons
- 8- Excellent skills in writing and speaking English and Arabic; French is an asset.
- 9- Excellent computer skills.

Interested candidates are invited to send their CVs and a motivation letter to the following e-mail address: admin@moim.gov.lb not later than June 6, 2010.

Only selected candidates will be contacted for interviews.