

# Project Coordinator



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## The Organisation

The goal of Academics for Development is to spread the message of social entrepreneurship and to offer students from all different faculties the opportunity to have social impact in a durable and meaningful way. AFD Louvain-La-Neuve wants to achieve this through three main pillars. First, via projects in the South or in the North, a multidisciplinary team of students can collaborate with a partner organisation on a local issue. Second, through diverse events in Belgium, AFD also highlights topics in social entrepreneurship and social impact to inspire and stimulate students. Thirdly, the impact development pillar offers the Brightminds program and Clean Tech Challenge to spark the AFD mindset and awareness.

## Your role

- Your team primarily ensures the proper coordination of the projects and the support structure for the project students
- Your team sets up the guidebooks the project students will use throughout the year
- Your team is responsible for the communication with the faculties to set up valorizations in the ISP's, as well as with the project partners with regards to contracts and follow-up feedback moments
- Your team manages the team's coaches
- Your team organizes and coordinates the December and May Presentations where project teams present their work so far. For this you also search for an adequate panel of judges and provide feedback from different angles on the team's work
- Your team coordinates the set-up and requirements of the December and May reports
- Your team plans in the workshops, guidance sessions and team buildings to prepare the project students for their journey
- Your team actively thinks about the current structure of an AFD project year and provides feedback and changes where needed
- Your attendance on the weekly board meetings is appreciated and you show a general commitment to the organisation

## Your Profile

- You are a bachelor or master student at the UCL
- You are interested in social entrepreneurship and can critically think about 'good' ways to engage in developmental work
- You are eager to learn and think about the best ways on how to guide project students in their journey (e.g. co-creation, white savior, voluntourism)
- You want to be engaged in helping AFD and the project students in achieving their goals

## Your Commitment

- Ability to commit to this position for one academic year, starting from April 2018
- Willingness to dedicate part of your time to AFD next to your studies

## Our offer

- Gain hands-on experience and tackle real problems and challenges next to your studies
- Obtain valuable life skills and boost your personal growth
- Exchange insights with like-minded and impactful peers
- Be part of a fun, open and international student community