

Role Description

Role Information

- Role Title:** Project Leader
- Responsible To:** U.K. Adviser (Activities)
- Responsible For:** Members of the Project Team
- Role Outline:**
- To manage the specific project in accordance with the agreed objectives

Functional Relationships

- Internal:**
- U.K. Adviser (Activities)
 - Other volunteers within the Headquarters' structure
 - Members of the Project Team
 - Professional staff within the Programme and Development Department
- External:**
- As may be agreed with the U.K. Adviser (Activities)

Key Tasks

- Recruitment of the Project Team in conjunction with the U.K. Adviser (Activities)
- Manage the Project Team effectively
- Devise and implement the strategies to achieve the project goals
- Meet agreed objectives
- Attend conferences and meetings as may be agreed
- Support events and special projects as may be required
- Make recommendations for follow on actions

Term of Appointment

- The appointment is made by the Programme and Development sub-Committee on the recommendation of the U.K. Adviser (Activities)
- The appointment is for a fixed period. It can be terminated at any stage at the request of the Project Leader or on the recommendation of the U.K. Adviser (Activities)