

Project Title:

Using the Data: Building an extractives data user community

Position: Project Assistant (Temporary)

Consultancy rate: To be determined based on experience.

Duration: Approximately 2 days/week from April 25th to December 31st with some flexibility. Full-time hours required between May 18th to 30th.

Application: Please send a CV and Cover Letter by April 20th to kseguin@pwyp.ca.

Activities:

- Coordinate logistics, including domestic and international travel/visas, for 8-12 participants and other support personnel for a week long training program May 23rd to 30th, 2015.
- Develop and disseminate materials in advance of the training and throughout the training program.
- Work closely with participants throughout the training.
- Schedule regular post-training calls and maintain close contact with participants to support their use of the knowledge and skills gained throughout the training.
- Allocate, under the supervision of the project manager, a small grant fund to support participant led workshops and research.
- Work with participants to identify opportunities to leverage knowledge attained through training to change or improve extractive sector policies and/or practices in their country.

Qualifications:

- Ability to work independently
- Bilingualism (asset)
- Knowledge of the oil, gas and mining sector and particularly extractive sector economics and disclosure standards (EITI, mandatory disclosure, contracts)
- Knowledge of open data and data standards
- Experience with advocacy and working with civil society
- Experience working in a cross-cultural setting and/or overseas