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FFWPU Job Opening: Communications and Project Associate

Susan Bouachri
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The Witnessing and Education Team, led by Demian Dunkley has a part time opening for a Communications and Project Associate. What does a Communications and Project Associate do? I'm so glad you asked! Let me explain:

The person in this role works from home, managing general incoming and outgoing email and phone communications, responds to questions from interested parties in the field, communicates daily with active witnessing leaders around the country, and assists with projects of the team. This is a part-time job, 20 hours per week with a flexible schedule. Some evening hours may be required. Attend one weekly meeting with the HQ team in person or via web-call. All necessary training provided.

This job requires excellent communication skills and use of the English language. In addition, the best candidate will be very comfortable speaking on the phone and manages their time meticulously. Fluency in Japanese is a plus. He or she must be proficient in Microsoft office and Google Drive programs and must have own computer and telephone.

If you are interested or have any questions, please contact Susan Bouachri at 914-373-0169. Send your resume to her at hr@unification.org. We're hoping to fill this position soon. The deadline to apply is Wed. 1/31.

Thank you,

Susan

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