

## Development and Knowledge Management Fellow Announcement

<b>Position</b>	Development and Knowledge Management Fellow
<b>Location</b>	Bangkok, Thailand
<b>Fellowship Duration</b>	6 months
<b>Remuneration</b>	A stipend of USD 1100 a month
<b>Closing date</b>	21 May 2019, midnight Bangkok Time (UTC+7)
<b>Interview Dates</b>	To be announced.
<b>About the Organisation</b>	
<p>The Asian Forum for Human Rights and Development (FORUM-ASIA) is the largest membership-based human rights and development organisation in Asia. FORUM-ASIA works to promote and protect all human rights for all, including the right to development, through collaboration and cooperation among human rights organisations and defenders in Asia and beyond. FORUM-ASIA seeks to strengthen international solidarity in partnership with organisations and networks in the global South. FORUM-ASIA was founded in 1991, and established its Secretariat in Bangkok in 1992. Since then, other offices have been opened in Geneva, Jakarta, and Kathmandu. FORUM-ASIA has consultative status with the UN Economic and Social Council (ECOSOC Status) and a consultative relationship with the ASEAN Intergovernmental Commission on Human Rights (AICHR).</p>	
<b>Tasks and Activities of the Fellowship</b>	
<ul style="list-style-type: none"> <li>• Contribute to FORUM-ASIA’s research and knowledge projects on human rights and development by coordinating with authors and supporting the editing process;</li> <li>• Draft regular updates on the civic space situations of Laos, Malaysia, Singapore and Timor-Leste for the CIVICUS Monitor platform;</li> <li>• Support the preparation and implementation of FORUM-ASIA’s annual flagship capacity development programme on human rights and development;</li> <li>• Any other tasks according to personal capacity and programmes’ needs, including admin, logistics and documentation work.</li> </ul>	
<b>Qualifications and Requirements</b>	
<ul style="list-style-type: none"> <li>• Bachelor’s degree or advanced degree in international relations/political science/development or other relevant field;</li> <li>• Excellent drafting, editing and research skills;</li> <li>• Excellent command of written and spoken English;</li> <li>• Strong interpersonal, oral and written communication skills;</li> <li>• Strong coordination and management skills;</li> <li>• Self-motivation and ability to work independently in a multi-cultural team.</li> </ul>	
<b>Application Procedure</b>	
<p>Interested applicants must submit the following:</p> <ul style="list-style-type: none"> <li>• A copy of your completed <a href="#">Application Form</a>;</li> <li>• A resume and a cover letter (<b>Both in PDF file</b>) explaining interest in the internship.</li> </ul>	

Completed applications must be sent by email to FORUM-ASIA at [applications@forum-asia.org](mailto:applications@forum-asia.org) by **21 May 2019, midnight Bangkok Time (UTC +7)**, stating **“Development and Knowledge Management Fellow”** in the subject line. Please note that **late applications will not be considered.**

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