

Job announcement for employee in Project: Kontaktcafé für Geflüchtete im AZ Conni

Kontaktcafé is a sub-project of AZ Conni. The focus of our network and consultation is finding accommodation for refugees in Dresden. We also want to accompany and support people after moving out of their own home. Of course we also offer our help in many other matters.

For the cooperation in the project, we are looking for an employee in the field of consulting and administrative handling with at least 20h / week from 01.03.2020. The position is limited to 31.12.2020. A further employment is aimed at and is dependent on the project promotion.

Tasks

- Consulting and accompanying refugees in searching house in Dresden.
- Project coordination or participation in the management of the project (applications for funding, bookkeeping, contact with authorities).
- Organization and implementation of events with a thematic reference to the project.
- Maintaining the existing network structures and contributing to the development of a network of migrant self-organization.
- Conceptual co-development and further development of the Project "Contact Café in the AZ Conni .

Requirements to the Applicants

- No special vocational qualification is required
- Experience with work in self-managed and democratic structures desirable.
- Openness for people with different realities and their needs
- Multilingualism is desirable
- Interest in the developments and topics in the association's affairs.
- Independent and structured way of working.
- Willingness to participate in work meetings also in the evening, in exceptional cases also on the weekend
- Willingness to participate in the diversity-oriented organizational development

What we offer

- A temporary until 31.12.2020 job with a planned continuation
- Working time at least 20 / week
- Tariff (TVÖD E9)
- An open, friendly and solidary working atmosphere
- Widely flexible working time design

Diversity is important to us in our projects. We therefore encourage immigrants inside, namely BIPOC (Black, Indigenous, People of Color), Roman and Sinti to apply. These are preferably adjusted for the same suitability. Since we work in mixed gender teams, we are looking for an employee with this application women colleague. If you are interested, please send us a short mail with your application until 20.01.2020 to bewerbung@azconni.de. We invite you then until the end of the first week of February at the latest. We want to introduce

you to AZ Conni, explain tasks and expectations, answer your questions and get in touch with you. This is not a job interview.

You will also receive questions on this date, which you can answer to us at the general meeting of AZ Conni on 05.02.2020. The plenary session (Vollversammlung) then decides on 19.02.2020 on occupation of the vacancies.