

Management work with the Nature Volunteers Association (NVA)

Information about the NV Association

The Nature Volunteers Association was registered end of 2006. “**Nature Volunteers**“ (**NV**) is the volunteering program of the association in Sri Lanka and for voluntary helper, volun-tourists, trainees, students and interested people that want to participate in and support nature and community beneficial projects, including environmental awareness programmes as well as wildlife conservation and social activities.

The NV program is part of the work of the Nature Conservation Society (NCS) .

Everyday a lot of work is to do in the management field, e.g. updating the homepage, writing new concets or searching the internet for new funds and grands. Selfmotivation, engagement and business talent but also creativity are very useful tools for this kind of work.

Working information

Working time:

5 days per week – from 9 a.m to 5 p.m (not fixed)

Duty:

Fundraising, Web design and update, marketing, project planing, report and proposal writing, Internet research, etc.

Working clothes:

Skirt and blouse, trousers and shirts, frock
Comfortable and decent cloth

Additional:

Knowledge of Marketing, Web Design, HRM or Business administration and good communication skills will be very helpful, but is no precondition

Food & Accommodation

Will be provided in the NV quarters in Aluthgama

Requirements

Fluency in English,

