

## Pacific Flying Labs Youth Coordinator

WeRobotics is a not-for-profit organisation dedicated to scaling and accelerating the positive impact of humanitarian, environmental and public health projects by localizing appropriate robotics solutions such as drones. The organisation does this through strategic partnerships coupled with the co-creation of a growing network of Flying Labs in Asia, Africa, Latin America and Oceania. Together with our technology partners, we match the latest in robotics technology with local needs and demands, creating a vibrant and high-end market and workforce. More information on WeRobotics and FlyingLabs can be found at [werobotics.org](http://werobotics.org) and [flyinglabs.org](http://flyinglabs.org).

After the establishment of South Pacific Flying Labs in Suva, we are scaling up the hub in Fiji and thus looking for a part-time, dedicated and qualified candidate to join our team as a Youth Coordinator of Pacific Flying Labs. One of the priority focus areas of Pacific Flying Labs is youth, which explains the reason for this position. Women are highly encouraged to apply for this position, as are members of minority groups.

**Location:** Suva, Fiji

**Type of Contract:** Part Time (20 hours/week)

**Start/End Date:** September 2018 - September 2019 (renewable pending funding)

**Deadline to Apply:** September 24, 2018

### Job Description

The Pacific Labs Youth Coordinator is in charge of developing and running our Fly Like A Girl Program and Aerial Adventure Camp. These hands-on trainings and project-implementation projects are specifically geared towards engaging youths from Fiji and the region to start learning the skills they need to prepare for the workforce of the future. The Youth Coordinator will work with the Pacific Flying Labs Regional Coordinator and WeRobotics to develop and implement these trainings and projects at the Fiji Hub and later at the Vanuatu Hub of South Pacific Flying Labs. This includes advertising these training and project opportunities and selecting appropriate participants. Youth Coordinators implement these activities by keeping in contact with community elders, NGOs and agencies and expose the youths to opportunities which would benefit them. In addition, the Youth Coordinator will support the Regional Flying Labs Coordinator on related activities and provide administrative assistance as needed. Finally, the Youth Coordinator will also be responsible for documenting all facets of the Fly Like A Girl Program and the Aerial Adventure Campus. This means taking photos, recording videos and interviews, as well as drafting blog posts for publication. The Youth Coordinator will report directly to the South Pacific Flying Labs Regional Coordinator.

## General responsibilities

- Develop and run the Fly Like A Girl Program & Aerial Adventure Camp for Pacific Labs.
- Manage the logistics of new and ongoing youth centered projects and programs in Fiji and nearby region. This includes engaging youths in dialogs through regular meetings, securing permissions from relative authorities regarding youth engagement, recruiting and training.
- Coordinate, facilitate and document new projects with Social Good Partners and ensure that youth are a key participant in these projects. Be efficient at documenting projects, trainings and activities.
- Serve as a role model and be able to facilitate the needs of youths through proper leadership.
- Carry out youth centered programs and youth centered trainings to ensure a sustainable future for the youths and the lab.
- Represent the Flying Labs to the global community in conferences and workshops and network with the local community.
- Follow and uphold the WeRobotics Child Protection Policy in all of WeRobotics work and ensure the safety and security of the youths involved.
- Follow the UAV Code of Conduct at [UAVCode.org](http://UAVCode.org).
- Any other tasks as requested by Pacific Flying Labs and/or WeRobotics.

## Requirements

- At least 1 or 2 years of experience in project management, teaching or coordinating youth centered projects of organizations, preferably in a professional setting.
- Candidates should have a Bachelor's degree or any equivalent qualification, preferably in Human Resource management, Science and Teaching.
- Ideally, the candidate will already have a basic knowledge of how to fly drones safely and responsibly, and how to process aerial imagery.
- The candidate must be a team player and have good networking skills.
- Have good command of the English language. Highly preferred if the candidate can speak Hindi/Fijian or any other South Pacific Island language.

## Where to send applications

Please send your complete application including cover letter and CV to [hr@werobotics.org](mailto:hr@werobotics.org). Should you not hear back from us within 15 days, please consider that we have selected another candidate. The selected candidate will be required to abide by all WeRobotics policies including our Child Protection Policy.