

Regional Development Agency for Bjelasica, Komovi & Prokletije (RDA BKP) is implementing a three year long project of "Sustainable Regional Development of the Bjelasica, Komovi and Prokletije Region", financed by Austrian Development Cooperation. The mission of RDA BKP is to enhance the development of Bjelasica, Komovi and Prokletije region, and municipalities within the region, through close cooperation with local stakeholders in public and private sectors, increased absorption of EU funds, and creation of employment and income generating opportunities through development of tourism and agriculture sectors, in alignment with national and local strategic development plans. RDA has two offices in the region, one in Berane and one in Kolašin. We are seeking for qualified candidates for the position of:

Project Manager (based in Berane)

Responsibilities:

- Design and planning of activities related to Cultural Tourism and Small Community Fund.
- Oversight of implementation of Cultural Tourism and Small Community Development projects in all 6 municipalities of the region.
- Assistance to Project Managers of Mountain and Agro Tourism in implementation of projects within these two components in municipalities Berane and Bijelo Polje.
- Assistance to local partners in preparation of application forms for activities funded by other donors.
- Assist Executive Director in preparation of semi-annual report.
- Participate in fund raising activities of the RDA BKP.

Qualifications:

- Education or equivalent working experience in rural development - economy, tourism, and/or agriculture. Experience in cultural tourism is a plus.
- Previous experience in managerial positions.
- Outgoing, pro-active and hands-on personality
- Fluent in English, both spoken and written.
- Good knowledge of the north of Montenegro, previous working experience in the region.
- Good knowledge of Montenegrin institutions.
- Excellent interpersonal skills.
- Computer literacy

RDA BKP offers competitive salaries. The position is foreseen to be filled until December 2011 and return of the employee from maternity leave, with a trial period and upon the approval of the Board. In case of successful fundraising, there is a possibility of extension of the contract.

Please submit your applications in English to office@bjelasica-komovi.co.me by March 2nd, 2011. Only shortlisted candidates will be contacted.



Regional Development Agency for Bjelasica, Komovi & Prokletije (RDA BKP) is seeking qualified candidates for the economic project which will be implemented in 7 municipalities in the region – Kolašin, Mojkovac, Bijelo Polje, Berane, Andrijevica, Plav and Rožaje. The mission of RDA BKP is to enhance the development of Bjelasica, Komovi and Prokletije region, and municipalities within the region, through close cooperation with local stakeholders in public and private sectors, increased absorption of EU funds, and creation of employment and income generating opportunities through development of tourism and agriculture sectors, in alignment with national and local strategic development plans. RDA has two offices in the region, one in Berane and one in Kolasin.

The positions RDA is advertising for are:

Project Officer (two positions)

Responsibilities:

- Outreach to 7 municipalities in the region and act as focal contact point between local stakeholders and the RDA and donors.
- Identify feasible project ideas and motivated businesses/organizations/individuals active in tourism and agriculture business sectors and encourage them to participate in the project.
- Provide advice and guidance to interested clients, and assist them in preparation of grant project proposals aiming to stimulate economic growth in the region.
- Identify opportunities in local communities to improve business environment and propose ideas on how to eliminate business barriers.
- Maintain good information flow between the clients, RDA and donors.
- Upon approval of projects, conduct regular monitoring visits and provide further guidance to grantees in project implementation.
- Report to RDA Director and assist in preparation of quarterly reports to donor.

Qualifications:

- Education background in economy, tourism or agriculture, or relevant working experience in these sectors.
- Experience in assisting individuals/businesses/organizations in preparing project proposals, grant application forms and/or business plans.
- Outgoing, pro-active and hands-on personality
- Fluent in English.
- Good knowledge of the region and working experience in north of Montenegro.
- Good knowledge of Montenegrin institutions and business sector.
- Willingness to travel frequently throughout the region.
- Excellent interpersonal and communication skills.
- Computer literacy – MS Word, Excel, PowerPoint Internet.

RDA BKP offers competitive salaries. The position is foreseen to be filled until September 30, 2011, with a trial period and with the possibility of extension.

Please submit your Motivation Letters and CVs in English to office@bjelasica-komovi.co.me by March 2nd, 2011. Only shortlisted candidates will be contacted.