

# NEXTGEN 5.0

**Position:** JobLink Manager

**Location:** Remote

**Type:** Volunteer Work

**Commitment:** ≈ 2 Hours a Week

**Start Date:** ASAP

## About NextGen 5.0

NextGen 5.0 is a pioneering non-profit, independent, and virtual think tank committed to inspiring and empowering the next generation of peace and security leaders in order to build a more secure and prosperous world.

We do this through:

**Research:** We perform rigorous analysis of critical global, regional, and country-specific security challenges that bring forward fresh perspectives, new approaches, and innovative policy solutions.

**Leadership:** We foster analytical, problem-solving, and leadership skills in the next generation of security experts in order to prepare them to advance their careers and compete in today's global job market.

**Participation:** We engage in ongoing discussions and initiatives with global institutes, universities, and private companies about how to promote youth participation in the realm of international security affairs and how to better utilize their unique skills, knowledge, and perspectives.

## About the role

The NextGen 5.0's Communications Team is currently looking to recruit a JobLink Manager in a voluntary capacity.

This is an opportunity to join the growing team of NextGen 5.0 and be part of an engaged global community of outstanding students and young professionals interested in security and counter-terrorism issues.

This position requires **approximately up to two hours per week**; successful candidates will be able to make at least **six months commitment** to the role.

## Tasks and Responsibilities

The JobLink connects our talented community of undergraduate and higher-level degree students with opportunities within the fields of international affairs, national security, and counter-terrorism.

The successful candidate will be responsible for searching and posting job and internship opportunities for current NextGen 5.0 members, ensuring the JobLink section is current, well organised and user-friendly.

## Desired Skills and Experience

- Excellent time-management skills, ability to meet deadlines, and attention to detail;
- Experience with HTML;
- Be self-motivated, well organised and able to work efficiently and autonomously, as part of a small team;
- Ability to meet deadlines and to adhere to a schedule;
- Good written and spoken English skills;
- Well-developed interpersonal skills;
- Detail oriented and prompt response to emails.

## Eligibility and Selection

- Position is **unpaid** and **part-time**.
- Candidates are not required to be NextGen 5.0 members to apply.

## **How to Apply**

To apply, please fill the **online application form** or send your resume as an attachment to **contact@nextgen50.org**

Please, include “JobLink Manager Application” in the subject line.

All successful candidates should ideally be ready to start as soon as possible.

**Please note that all staff members are non-remunerated volunteers, giving up their time alongside their own professional/academic activity.**