

# Education Assistant

## Job announcement at FOUR PAWS Viet

### Position: Education Assistant

FOUR PAWS Viet is a Vietnamese NGO - partner of FOUR PAWS International, an animal welfare organization founded in 1988 with the Headquarter in Vienna, Austria, and offices in 15 other countries. FOUR PAWS strives to help animals in need with sustainable campaigns and projects, focusing on animals that are directly under human influence such as stray dogs and stray cats, farm animals, companions animals and wild animals kept in inappropriate conditions.

BEAR SANCTUARY Ninh Binh - an animal welfare project by FOUR PAWS, is located in Ky Phu commune, Nho Quan district, Ninh Binh province. The sanctuary allows greater governmental enforcement of the existing laws prohibiting the abuse of bears for bile extraction, by providing a place for any confiscated or voluntarily handed over bears to be taken to and cared for appropriately. The 1st construction phase of BEAR SANCTUARY Ninh Binh comprises 3.6 ha and is providing a species-appropriate habitat for up to 44 Asiatic black bears. Four big natural outdoor enclosures, two bear houses, a quarantine area and a veterinary clinic form the frame of BEAR SANCTUARY Ninh Binh. An experienced team, including a veterinarian, currently takes care of 25 former bile bears and 2 bear cubs rescued from the illegal wildlife trade. Within the next few years the sanctuary will be expanded to 10 ha and will provide a species-appropriate home for around 100 former bile bears.

FOUR PAWS Viet is searching for positive thinking people with great dedication and passion to animal welfare as soon as possible:

### Position: *Education assistant (m/f)*

*Fulltime / Hanoi and BEAR SANCTUARY Ninh Binh, Nho Quan district, Ninh Binh province*

#### Main duties

- Coordinating, implementing and improving FOUR PAWS Viet's Youth Engagement Program
- Developing and implementing the education tour concept and programs for Bear Sanctuary Ninh Binh
- Developing education programs on wildlife product demand reduction
- Support in improving and implementing the conservation awareness enhancing education program

- Coordinate volunteer activities

**Requirements:**

- Holding relevant bachelor or master's degree in environment, biology or education.
- Experienced in designing, developing and implementing education programs
- Like working with people and children
- Very good presentation skill
- Very good written and spoken English and Vietnamese
- Computer literacy (MS Office requested)
- Experience in animal welfare work is an advantage
- High level of responsibility and personal drive
- Willingness to travel
- Dedication and passion for animal welfare and FOUR PAWS values and issues

**What FOUR PAWS offer**

- A dynamic and pleasant working environment in a motivated team
- A perspective of a long-term employment
- A close partnership with an international organization

**Are you looking for such an opportunity?**

Please send your comprehensive application including your salary requirement and your possible date of entry in English via email to Ms. Pham Thi Hao, Admin and HR assistant, email: [hao.pham@four-paws.org](mailto:hao.pham@four-paws.org)

Applications will be reviewed as they arrive but must be received by **15 November 2019**.

Only shortlisted candidates will be invited for interview.