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# Arabic MUN Program Coordinator

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THIMUN Qatar and Best Delegate are seeking an Arabic MUN Program Coordinator to train today's students in the Middle East into tomorrow's leaders through Model United Nations. This is a one-year paid contract to create Arabic-language Model UN content and teach Model UN in Arabic at events across the Middle East and online.

The ideal candidate is fluent in Arabic and experienced in Model UN; able to work independently, as work will be done remotely using web-based technology; enjoys travel and is able to travel to the Middle East on multiple occasions; and be a good fit for the working cultures of THIMUN Qatar and Best Delegate.



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## Responsibilities

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1. Content development using THIMUN procedure as guiding philosophy, including:
  - Translation of existing content in English into Arabic,
  - Creation of online and print content in Arabic, and
  - Maintaining the Online MUN (O-MUN) Arabic website, including development of screencasts and slide decks.
2. Leadership and delegate development with focus on online mentorship, tutorials, chairing and moderating in Arabic and supervision of online debates in collaboration with the Arabic MUN Student Leadership Committee.
3. Conference planning for a 2015 spring conference in Doha.
4. On location outreach in Doha for the following events:
  - Qatar Leadership Conference in October 16-18, 2014,
  - THIMUN Qatar MUN Conference February 2-5, 2015,
  - Spring MUN Conference (Arabic – time/date to be announced).

This position reports to the head of THIMUN Qatar.

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## **Requirements**

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- Contract Duration: September 1, 2014 - June 30, 2015 (10 months)
- Time Commitment: At least 4 hours a week, in addition to outreach on location
- Fluent in reading, writing, and speaking Modern Standard Arabic
- Previous Model UN experience required (in either English or Arabic)
- Able to travel to Qatar and the Middle East
- Must be a good cultural fit with THIMUN Qatar and Best Delegate. Top criteria:
  - Personally aligned with THIMUN Qatar's and Best Delegate's mission, vision, values, and long-term goals to train future leaders throughout the Middle East and make a positive difference in the lives of others.
  - Working style, personality, and fun factor meshes well with the THIMUN Qatar and Best Delegate teams.
  - Entrepreneurial and thrives in a lean, fast-paced startup environment.
  - Loves traveling internationally and has traveled to or studied abroad in developed and developing countries. Knowledge of languages and cultures are pluses.

## **Compensation**

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- US\$3200 total, paid in installments of US\$320 per month for 10 months
- Flights and accommodation to and within Qatar and the Middle East provided by THIMUN Qatar

## **Application Process**

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Qualified candidates should submit a resume to [info@bestdelegate.com](mailto:info@bestdelegate.com) by May 30, 2014, for consideration.

The resume should be tailored to include your Model UN experience and accomplishments as well as any teaching, training, or professional experience. It is also recommended to include a cover letter in the body of the email.

High potential candidates will be selected for a phone or Skype interview.



## **About THIMUN Qatar**

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The THIMUN Qatar Regional Office was created as a joint project between Qatar Academy and the THIMUN Foundation. The office supports efforts around the region to develop programs and events for young people to seek, through discussion, negotiation, debate, and personal action, solutions to the various problems of the world.

THIMUN Qatar host three main events each year; a leadership conference, MUN conference and an international film festival. The fall leadership conference is designed to provide workshops for both student leaders and teachers involved in MUN and media studies. The conference program features MUN, debate and educational leaders working with participants in six main areas: skills building, professional learning, organization, teaching, community, service and media and film.

## **About Best Delegate**

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Best Delegate is an education company dedicated to training future global leaders through Model United Nations. Our training programs have taught thousands of participants in 19 countries in North America, Latin America, Europe, the Middle East, and Asia at the faculty advisor, university, high school, middle school, and elementary school levels.

Our team manages BestDelegate.com, the leading Model UN website read by over 450,000 participants from 190+ countries. Our consulting work has helped non-profit organizations such as WFUNA, UNA-USA, THIMUN Qatar, Montessori, and the YMCA develop their MUN educational programming. Our programs have been observed by the United Nations and our expertise has been cited by the New York Times.

