



**JOB OPENING: Resource Development Associate
SECOND CALL: 10 March 2010**

Adalah: The Legal Center for Arab Minority Rights in Israel (www.adalah.org) is an independent human rights organization. Established in November 1996, Adalah's main goals are to achieve equal individual and collective rights for Palestinian citizens of Israel in different fields, and to defend the rights of Palestinians living under Occupation based on international humanitarian and human rights law. Adalah brings impact litigation before the Israeli courts; provides legal consultation to individuals, NGOs, and Arab institutions; appeals to international institutions and fora; holds study days and conferences; publishes legal journals and reports; conducts media outreach; and trains legal apprentices and law students.

Adalah is seeking a **Resource Development Associate** who will concentrate on identifying new avenues of growth and expanding our donor partnerships. This individual will work with the International Advocacy Director and provide key support to all fundraising activities.

Qualifications:

- Master's degree in law, journalism or development-related field;
- Excellent written and verbal communication skills in English (native level); some Arabic and/or Hebrew helpful;
- Knowledge of and deep commitment to human rights;
- Ability to network, develop and maintain relationships and motivate others;
- Knowledge of fundraising techniques and strategies;
- Superior organizational skills, ability to meet strict deadlines and multi-task;
- Computer literacy;
- Ability to work in Israel.

Responsibilities include:

- Researching and corresponding with potential new donors; writing letters of interest, grant proposals, and grant applications;
- Writing reports on projects and annual reports of activities;
- Writing publicity materials / information-packet contents related to fundraising development;
- Regularly reviewing website for currency of content and effectiveness of site as a fund development instrument.

This position is based in Adalah's office in Haifa and is open beginning 15 April 2010.

Salary is commensurate with experience.

To apply: Qualified individuals should forward a cover letter and CV (resume) to Adalah's office manager Fathiyya Hussein: fathiyyah@adalah.org by 1 April 2010.

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