The Netherlands Institute in Morocco (NIMAR) in Rabat is hiring a:

**Coordinator / teacher Culture & Society (0,7 – 0,8 fte)**

Vacancy number: 17-01

**Job description:**

The coordinator/teacher in social sciences is responsible for developing and organizing educational activities on social sciences, especially the minor 'Culture & Society in Morocco'. The coordinator/teacher is responsible for the lectures in this minor. He/she will contribute to the other NIMAR-activities in the field of social sciences.

Key accountabilities include, amongst others:

* Developing the educational program at NIMAR on humanities and social sciences;
* Teaching in the social sciences field;
* Defining, coordinating, and adjusting the content, schedules, examination, evaluation of education;
* Communication with teachers and guest lecturers;
* Educational preparation, quality assurance and registration of the results in consultation with the Faculty of Humanities of the University of Leiden;
* Maintaining contact with the institutions in the Netherlands
* Providing information about the educational program for institutions and students;
* Supervising academic research conducted by students;
* Applying for research permits;
* Building and maintaining a network of relevant institutes and people;
* Coordinating the course: "Society, culture and history of Morocco" which is part of the Arabic semester;
* Being the contact person for researchers;
* Keeping a record of publications about scientific research in Morocco;
* Identifying the needs and giving information to researchers, universities, other institutions for scientific research and other relevant organizations and institutions in the Netherlands as well as in Morocco;
* Promoting and facilitating the exchange between the Netherlands and Morocco in scientific research

**Your profile**:

You are a representative, proactive, enterprising and flexible employee who is supportive and has a strong sense of team spirit.

You have:

* An academic education in social sciences or humanities;
* Understanding and knowledge of one or more social sciences;
* Understanding and knowledge of the Dutch higher educational system and the scientific field;
* Excellent knowledge of Morocco;
* Research experience and a relevant network in Morocco;
* Understanding of social developments that are relevant for the NIMAR;
* Teaching experience at university level (preferably);
* Intercultural communication skills;
* Organizational skills;
* Good knowledge of English, French, and Moroccan Arabic dialect;
* Knowledge of Modern Standard Arabic is preferable;
* Knowledge of Dutch is preferable but not a must.

**Description of the organization**

The Netherlands Institute in Morocco is an institute of Leiden University with a national task setting. It is funded by the Ministry of Education, Culture and Science and the Ministry of Foreign Affairs and works closely with the Dutch embassy in Morocco. NIMAR offers, under the responsibility of the Leiden University Faculty of Humanities, high-quality bachelor’s and master’s programs to students from research universities and universities of applied sciences about language, culture, religion and society of Morocco, North Africa and the region.

The Institute offers programs that contribute to the intellectual development of an Islamic cadre in the Netherlands, of young Moroccan-Dutch people, and professionals from the Netherlands, Arabic world and Africa. NIMAR facilitates and promotes scientific research and makes this knowledge accessible to the Dutch community. Nimar has also a library and helps developing a national collection of Morocco and the Arabic world;

NIMAR has about 9 staff members with its Director leading the institute.

**We offer**:

A job position for a year. After a positive evaluation of your work attitude, a renewal is possible. The monthly wage depends on your educational background and work experience and can amount from minimum 25.921 to maximal 38.882 MAD bruto based on a workweek of 37 hours for a fulltime job (scale 8 Rrlok).

The job is not an expat function, but a local function based on the salary and work conditions of the Dutch Embassy in Morocco.

The Juridical Status Local Employers (Rrlok) on the employment contract is determined by the Minister of Foreign Affairs and also the (Puw).

**Information**:

For more information about this job function and the procedure, please contact M. Prof. dr. L.P.H.M. Buskens: [l.p.h.m.buskens@hum.leidenuniv.nl](mailto:l.p.h.m.buskens@hum.leidenuniv.nl).

**Applying**

You can send your application with the vacancy number, a motivational letter and your CV to [vacaturesnimar@hum.leidenuniv.nl](mailto:vacaturesnimar@hum.leidenuniv.nl) before 29th of May