



NOTICE

POST OF DIRECTOR (PART TIME)

CENTRE FOR THE STUDY OF HUMAN RIGHTS (CSHR)

UNIVERSITY OF PERADENIYA

Applications are invited from Senior Academic Staff Members (Senior Lecturer Grade I or above) of the University of Peradeniya who are committed to promoting and protecting human rights and who possess substantial training and work experience in the area of human rights for the above post at the Centre for the Study of Human Rights of the Faculty of Arts. The appointment will be for a period of three years.

The Director will have to serve the Centre a minimum of 15 hours per week including week-ends as and when necessary. This position carries an allowance equivalent to 25% of the basic salary of substantive post.

The Director shall be responsible for

- The overall academic, administrative and financial management of the Centre in accordance with policies, guidelines, rules and regulations laid down by the Board from time to time;
- Raising funds for the Centre as authorized by the Board;
- Maintaining records pertaining to finance of the Centre;
- Maintaining inventories of all equipment owned by the Centre;
- Convening meetings of the Board or any other bodies set up by the Board;
- Arranging for an audit of the Centre in consultation with the Board;
- Compiling of the annual report of the Centre;
- Preparation of the annual report and financial statement of the Centre for submission to;
 - the Board
 - the Vice Chancellor
 - the Donors through the Vice Chancellor
- Submitting an activity report to the Board every six months.

A self made application along with an updated Curriculum Vitae and one page statement of how you would contribute towards the advancement of the Centre for the Study of Human Rights should be submitted to the undersigned through the proper channel on or before **16th November 2022**.

Please note that applications submitted after the deadline will be rejected.

A handwritten signature in blue ink, appearing to be 'A. S. E.', written over a horizontal line.

VICE-CHANCELLOR
UNIVERSITY OF PERADENIYA