



Terms and Conditions of the RCARO Fellowship Programme

1. Objective

With the aim of enhancing the awareness of the RCA and promoting the partnerships, the RCARO invites a couple of temp staff members from the RCA Government Parties to participate in the RCARO Fellowship Programme to support RCARO activities. It is expected that the Programme would demonstrate contributions of the RCA Government Parties to the RCARO for the benefit and development of the RCA.

2. Duty Station

RCA Regional Office, Daejeon, Korea (within the premises of the Korea Atomic Energy Research Institute)

3. Work Scope

The Programme is to provide participants with the opportunity to experience the activities of the RCA and RCARO. Participants are to support the activities related to the RCA/RCARO, examples of possible activities are as follows:

- Activities of the RCA/UNDP Project on Electron Beam Applications; reporting, coordination of meetings
- Collecting data on RCA project outcomes in preparation for the next round of the RCA Success Stories publication
- Review and update the contents on the RCA website
- Activities of developing possible projects to meet the needs of the Government Parties
- Other appropriate activities related to the RCARO

(Detailed work scope will be decided through consultation between the participant and the RCARO.)

4. Duration

The duration of work in the RCARO is up to 89 days and the start date will be decided through consultation between the participant and RCARO.

5. Qualifications

Participants are required to meet the following qualifications:

- Good command of spoken and written English
- Excellent interpersonal relationships and communication skills
- Experience in the RCA related activities

- Preferably have knowledge and/or more than 5 years of experience in the fields of international cooperation service; radiation technology
- Knowledge and experience on project design and development
- Computer skills: Proficiency in MS Office 2010(Word, Excel, Outlook, PowerPoint) and ability to use databases

6. Administrative and Financial Arrangements

Nominating Government Parties will be informed of the names of the candidates who have been selected and will be given full details on the procedures to be followed with regard to administrative and financial matters in due course. The followings will be provided to the participants:

- Economy class round-trip air ticket
- Living expenses (Korean Won 2,000,000 per month)
- Settlement allowance (Korean Won 300,000)
- Casualty insurance
- DSA for an authorized local travel on official business subject to the RCARO regulation
- Assistance in finding accommodation

7. Working Condition

Participants work five days a week from Monday to Friday. The working hour is 8 hours a day from 09:00 to 18:00 except lunch break from 12:00 to 13:00. A prayer break for religious reason is acknowledged.

Participants can be granted a total of three-day paid leave during their stay. If the participant is unable to work due to illness or injury, it would be granted as sick leave. Any leave which might not be covered by either paid leave or sick leave provides authorization to the RCARO for deduction of daily living expenses per working day (KRW 2,000,000 divided by 30).

8. Application

Nominations should be submitted using the Application Form (attachment 1). Completed forms should be endorsed by the respective National RCA Representative and submitted to the RCARO through the office of the National RCA Representative by email to Soo Youn HWANG, Project Officer at kelly@rcaro.org or by fax at +82-42-864-1626.