



Ministry of Justice, Youth and Community Services
Government of the Republic of Vanuatu

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"Jastis, sefti, digniti, rispek mo gud fasin blong evriwan."



Vacancy Notice

The Department of Women's Affairs under the Ministry of Justice, Youth and Community Services wishes to recruit qualified and experienced candidates to the following positions:

Position 1: Elimination of Violence Against Women & Girls (EVAWG) Coordinator

Grade: PSS5.1

Post Number: 078

Qualification: University Degree or special education in social work, public administration, and fair knowledge of Vanuatu social systems

Experience & Skills: Must have a minimum of 5 years' experience in a relevant field and a proven record of commitment to advancing the status of women and girls

Position 2: Gender Protection Cluster Coordinator

Grade: PSS5.1

Post Number: 102

Qualification: University Degree or special education in social work, environmental studies, public administration, or fair knowledge of Vanuatu social systems

Experience & Skills: Must have a minimum of 5 years' experience in a relevant field and a proven record of commitment to advancing the status of women and girls

Position 3: Manager of Programs & Gender Mainstreaming

Grade: PSL3.1

Post Number: 101

Qualification: University degree or ideally master's level graduate in development studies and relevant topic

Experience & Skills: Must have a minimum of 5 years' experience in a relevant field, be able to manage staff and programs and have experience in developing and reviewing policies, gender mainstreaming programs and project management.

Position 4: Support Officer – Driver

Grade: PSS2.1

Post Number: 091

Qualification: Relevant year 10 or 12 secondary school certificate
Experience & Skills: 3-5 years' experience in similar position under the public service structure and attended any special course or workshop on driving skills and a brief understanding in car parts and logistics

Language: Must be fluent in English, French and Bislama

For further information including the provision of an information kit for person interested in applying for any of the above-mentioned positions can be obtained from the Department of Women's Affairs or by contacting the Principal Human Resource Officer at the Ministry of Justice, Youth and Community Services on email: vacancy_mjcs@vanuatu.gov.vu or tel: 33615.

Applications should be made using Job Application Form (PSC Form 3-2) with relevant copies of certificates and CVs attached, and addressed to the Director General – Ministry of Justice, Youth and Community Services, PMB 9084, Port Vila, **not later than Friday 17th October 2025 4:30pm**

Bergmans Iati
Director General
Ministry of Justice, Youth and Community Services