

Iraq-based Senior Project Manager (div/f/m)

Overview of the position:

Hours: Full-time (40 hours per week)

Starting date: As soon as possible

Duration: Consultancy contract (until end of 2023, with possible extension)

Location: Baghdad or Erbil, Iraq

Department & reporting line: Head of Unit, MENA

Intervention Sector(s): Conflict Resolution, Peace & Security, Climate Change and Environment, Peacekeeping and Peacebuilding

Years of Experience: 5 – 10 Years

Your main tasks:

- As senior project manager, you ensure successful implementation of the project, its different workstreams and activities
- You regularly consult with stakeholders and partners and have main responsibility to design, co-facilitate and implement multi-stakeholder dialogues and initiatives
- You take responsibility for logistical arrangements for all project activities
- You are responsible for donor reports, concept notes, project proposals and ensure that a consolidated plan for the entire project cycle including financial calculations is in place
- You ensure a low friction communication with partners/stakeholders/participants/donors
- You are responsible for regular conflict analysis and you monitor and analyse the conflict dynamics of selected governorates
- Mentor and advise junior roles within your project scope
- Frequent travel is required (also to high risk areas and Berghof office locations in Berlin/Beirut)

Your knowledge, experiences and skills:

- You hold a Master degree (accred. Universities) within relevant field such as Peace and Conflict Studies, Political Science, International Relations or similar
- You have more than 5 years relevant work experience (project management/regional expertise)
- You contribute expertise and regional experience on Iraq and the Middle East
- Furthermore, you have experience in remote communication & cooperation
- Excellent verbal and written language skills in English and Arabic
- Professional skills in the use of Microsoft applications (Word, Excel, Teams) complete your profile

Additional skills:

- Strong ability to lead a small team and to work with a partner organization
- Strong communication skills via online and hybrid formats
- Curiosity and strong empathetic/intercultural skills
- Ability to work under time-pressure

What you can expect from us:

- Highly experienced and engaged community of practice
- Highly relevant, insightful and challenging tasks
- Confidence based flexible working hours
- Flexibility regarding office vs. mobile working solutions
- If needed – advisory services regarding visa matters and travel conditions

APPLICATION SUBMISSIONS GUIDELINE:

- Please submit your CV and cover letter as well as diplomas, certificates and references (letters or contact information) by 09.05.2023 (ending with **end of business hours**) via email to calls.beirut@berghof-foundation.org.
- We welcome diversity and are happy to receive applications from people regardless of their ethnic, social and national origin, gender, religion, age, disability, sexual orientation and marital status.

We look forward to receiving your application! Thank you!