



For our office in Amman in the Middle East, the Johanniter-Unfall-Hilfe e.V. International Assistance, is looking for a

Programme Coordinator for Occupied Palestinian Territories (OPT)

2 Year Contract (with possible extension)



Organisation Description: Johanniter-Unfall-Hilfe e.V. is a German Christian non-governmental organisation, dedicated to excellence in the field of first aid, ambulance service, social service programmes and other projects in the medical and social field. Johanniter International Assistance (JIA) is the operational unit for humanitarian aid. The Federal Headquarters (HQ) is based in Berlin, Germany. Our Global Strategy 2027 focuses on three programmatic working areas: disaster response and preparedness, health and livelihoods, with climate change and gender equality as crosscutting issues. www.thejohanniter.org. Our commitment to a partnership approach and localisation agenda is based on mutual learning, respect and trust. We prioritise accountability, inclusivity and safeguarding in our work.

Background

Johanniter started their activities in Jordan, Lebanon and Syria in 2012, providing emergency aid to Syrian refugees and the affected local population. All support measures are implemented through local partner organisations, focusing on public health, providing emergency services and empowering persons with disabilities, incl. education and livelihood. Further activities include the distribution of aid goods and cash assistance, rehabilitation of shelters, and services in terms of water, sanitation and hygiene. Operating from the Country Office in Amman the Johanniter monitor programmes in Jordan, Syria, Lebanon, Palestinian Territories, West Bank, Iraq.

In a Nutshell

You will:

- be responsible for the overall development and operation of the Portfolio of the Occupied Palestinian Territories
- be responsible for the overall coordination, technical representation, and oversight, implementation, guidance, and quality of the programme on the provision of healthcare and livelihoods with a transversal approach to gender and climate change
- be reporting technically to the senior programme manager while being engaged with the Head of Mission (HoM) in the strategic development of the Occupied Palestinian Territories

What you will do:

Strategy and vision

- Actively supports the values of Johanniter and shapes the work according to these values

Country Program Development and Management

- Provides close supervision, supports and oversees implementing partners according to approved project proposals, donors' and Johanniter's guidelines, work plans, log frames and budget
- Manages and defines programme objectives, ensuring quality control throughout the programme

- Documents best practices during project implementation and management with guidance from the Senior Programme Manager (SPM), Strategy & Learning Unit and Thematic Technical Advisors
- Develops and delivers project plans, documentation, training, presentations, budgets and proposals in coordination with the regional team
- Reviews and refines monthly reports from partners with the Programme Unit at Regional Office
- Identifies and resolves project issues, implementing improvement plans to ensure the project stays on schedule and within budget

Program Development and Management (cont.)

- Coordinates with project partner/s in Palestine and other departments to prepare and implement project monitoring and evaluation plans
- Oversees pre-and post-project assessments in coordination with PMEAL and project partners
- Facilitates programme start-up workshops for Implementing Partners involved in the project
- Reviews monthly project budget vs actuals to ensure project implementation to approved proposal
- Supports project development processes ensuring the development of high quality concept notes/proposals for submission to various donors
- Supports the SPM to develop a program framework for OPT in line with JIA's strategy
- Supports the PMEAL capacities of the mission
- Creates work plans based on goals and targets and implements evidence-based interventions

Project Monitoring and Evaluation

- Ensures regular project supervision, field visits and action-oriented feedback to monitor and evaluate, adhere to accountability procedures and documentation and technical guidelines with the SPM, PQP Advisor and PMEAL Officer in the region
- Submits monthly progress/interim and final activity reports of various programme

Capacity Building

- Ensures capacity building of local partners
- Provides guidance to project partners

Security Management

- With the senior security officer
 1. Maintains regular contact with relevant networks and security stakeholders (UNDSS, INSO etc.)
 2. Reviews and updates security & contingency plans
 3. Monitors the security situation, establishing a good understanding of the context and risks associated with a changing environment and supports the Senior Security Officer in security assessments

Accountability & Compliance

- Ensures adherence to Core Humanitarian Standards and supports the JIA compliance system

Safeguarding

- Promotes appropriate behaviours and applies zero tolerance when people cause harm to others
- Ensures that inappropriate behaviour is reported
- Prevents and proactively fights against breaches of JIA's Code of Conduct, incl. corruption, fraud, SEAH

Communication and Representation

- Represents JIA when liaising with partner organisations, NGOs, etc. establishing, maintaining, and improving active and regular working relationships
- Supports Media and press work

What you bring:

- Graduate/Post Graduate degree in a related field (Humanitarian crisis management, Development studies Protection, Public Health or any other related sector to the humanitarian/development sector); Experience in Nexus
- At least 5 years' experience in project coordination in a humanitarian context/international development in a technical capacity on Crisis management, Protection and humanitarian response; Disaster Resilience or its components
- At least 5 years of project management experience
- Experience working with international and national partners, donors, and local authorities
- Experience and training in a rights-based approach
- Expert knowledge and experience in resource mobilization, proposal design, log frame, project cycle
- Self-confident, effective functioning and self-control even under pressure, demonstrating responsibility and trustworthiness, openness to new ideas
- Good communicator, both in writing and spoken
- Must be eligible and able to work in the OPT, i.e. International/national applicants with no access constraints to Palestine and Israel
- Excellent knowledge and experience in the Middle-East, specifically Occupied Palestinian Territories
- Language: Arabic and English

What we offer:

Remuneration: Competitive, attractive remuneration, in line with internal tariff and relevant previous experience

Benefits: 13th cheque; social security; annual leave; flexible working hours, friendly and appreciative working atmosphere

If this is what you are looking for, please submit your application via staff@johanniter.de (cover letter, CV, reference contacts of 3 former supervisors, job certificates if available), stating your earliest start date. Please indicate "Programme Coordinator ME" in the subject line of your e-mail.

Deadline for applications: 23.06.2024

Interviews planned from: 01.07.2024

Johanniter is an equal opportunity employer that values diversity, irrespective of cultural, religious, social background, gender, age, disability or sexual orientation.

Only short-listed candidates will be notified.

Johanniter employees are expected to act according to our [Code of Conduct](#) as well as our Leadership Principles.

*Please note Johanniter requires **background checks (incl. criminal record and reference checks)** to protect the vulnerable and prevent abuse*

Information regarding the privacy policy for applications can be found [here](#)