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Vacancy Announcement Western Balkans Programme Advisor

Starting date: 15th February 2021
Application deadline: 13th December 2020
Location: Western Balkans
Language requirements: English, and BCMS and/or Albanian

The PeaceNexus Foundation

The PeaceNexus Foundation is a private Swiss foundation that provides capacity development services to strengthen the effectiveness of organisations that play a role in building peace. These services include:

- organisational development;
- developing capacities for conflict sensitivity; and
- improving the social impact of business operations, including through business engagement and multi-stakeholder dialogue

We work in Central Asia, South East Asia, West Africa and the Western Balkans, with local partners who are addressing specific conflict issues. We also support international organisations that are active in fragile states and that contribute to social cohesion and peacebuilding.

PeaceNexus Western Balkans programme

PeaceNexus has been working in the Western Balkans since 2014 and currently supports 12 organisations across the region (you can find more information about our programme [here](#)). We work with local CSOs, regional organisations and networks and are active in the Western Balkan Six (Albania, Bosnia & Herzegovina, Kosovo, Montenegro, North Macedonia, Serbia) as well as in Croatia. We select our partners in view of (a) their peacebuilding potential (capacity to contribute to greater inter-ethnic collaboration within and across states and/or ability to mobilise citizens in support of transitional justice and democratic reforms) and (b) their interest to engage in a process of internal change.

Currently, our support to our Western Balkans partners focuses on [organisational development](#) (OD) and [conflict sensitivity](#) (CS). Through organisational development and conflict sensitivity support, we help our partners overcome internal challenges that hinder their effectiveness and ability to reach their own goals. Our support to partners consists of tailored accompaniment from PeaceNexus and of a grant to cover costs (including external expertise) associated with the processes (e.g strategy development) they embark on.

PN's Western Balkans team consists of a Programme Manager based in Switzerland and a regional advisor based in Croatia.

Programme Advisor

PeaceNexus is looking for an experienced Programme Advisor to support its Western Balkans programme. The anticipated workload is 50% - 100% and the Advisor is expected to be based in the region (WB6 or Croatia) and work from their home office/a shared office space (or similar), with frequent travel across the region.

Responsibilities include:

1. Accompaniment of selected PeaceNexus partners

- Manage a selected number of partnerships, including through organisational assessments, process design and advisory support to partners throughout the partnership implementation cycle
- Support effective working relationships between partners and their external consultants
- Facilitate peer-learning among PeaceNexus partners

2. Support programme development and management

- Support the continuous development of the Western Balkans programme, including through informing strategic planning, developing and implementing annual work plans and contributing to monitoring, evaluation and learning systems.
- Contribute to context monitoring and ensure the regional programme delivers on the organisation's strategic objectives in a conflict sensitive way.
- Contribute to the identification and selection of new partners in line with strategic objective, in particular through PeaceNexus' Calls for Proposals.
- Build strong relationships with (potential) partners, donors and consultants across the region.

3. Communication and learning

- Support the Programme Manager and PeaceNexus Management Team to report on progress to implement the regional strategy to the Governing Board
- Contribute to PeaceNexus' external communication and organisational learning

Core qualifications and competencies required:

- **A solid track record in organisational development and/or conflict sensitivity**
 - Demonstrated experience with designing change processes
 - Demonstrated ability to successfully enable and accompany internal change in non-profit organisations
 - Experience with context analysis and with embedding conflict sensitive practices in organisations
 - Experience with leading on or accompanying strategy development will be considered an asset
- **Accompaniment and advisory skills**
 - Ability to quickly grasp and navigate complex systems, and to translate analysis into actionable recommendations
 - An empowering approach to capacity development

- Flexibility and ability to assume different advisory roles based on partners' needs
 - Excellent facilitation skills and ability to effectively moderate difficult conversations
 - Experience with mediation or coaching will be considered an asset
- **Peacebuilding and context knowledge**
 - In-depth understanding of the Western Balkans socio-political context, including from a transitional justice and reconciliation perspective
 - A university degree relevant to peacebuilding or change management
 - Programme design and programme implementation experience on peacebuilding will be considered an asset
- **Strategic and project management skills**
 - A strong track record in project management both individually and as part of a team, with experience working remotely with colleagues and partners
- **Communication & soft skills**
 - High integrity, self-awareness and discretion
 - Self-sufficient while able to work effectively in a team
 - Excellent listening and communication skills, with (written and oral) proficiency in English and in BCMS and/or Albanian
 - Ability to provide and receive constructive feedback; willingness to contribute to PeaceNexus' practice of reflective learning and adaptation

Application

Eligibility: Applicants must be legally set up or eligible to provide consultancy services in the region. Applicants must be willing and able to live in the Western Balkans and to travel throughout the region.

Salary: Competitive salary commensurate with experience.

Application procedures: Please send a CV and a cover letter explaining what motivates you to apply for this position to recruitment@peacenexus.org **by 13th December 2020**. Your application should have the subject line: Application: WB_ *First Name*_ *Last Name*.

Short-listed candidates will be asked to complete a written task before being interviewed.