



Job opening

WEST AFRICA PROGRAMME OFFICER

Start date:	21 August 2023 (negotiable)
Closing date:	18 June 2023
Based in:	West Africa (target countries: Burkina Faso, Niger)
Language requirements:	French (native speaker or equivalent) English (professional proficiency)

ABOUT PEACENEXUS

PeaceNexus (www.fr.peacenexus.org) is an operational foundation based in Switzerland. It offers various services aimed at strengthening the capacity and effectiveness of organizations involved in peacebuilding. Our support areas include :

- Organisational development for organisations with a peacebuilding mandate ;
- Strengthening conflict sensitivity in the processes of humanitarian, development and environmental organisations ;
- Supporting inclusive dialogue with the private sector to develop solutions to local peacebuilding challenges.

We work with select international and local partners across West Africa, Central Asia, Southeast Asia (Myanmar) and the Balkans.

PeaceNexus has been working in West Africa since 2014. Since 2017, we have focused our work on Burkina Faso, Niger and Senegal. We are currently exploring the possibility of expanding our partnerships to Benin. Our partners in 2023 include local and national civil society organizations, a regional network of pastoralists active in nine West African countries, a local community, and a government agency dedicated to peacebuilding in Niger. We also coordinate collective initiatives to share best practices among our partners and accompanying consultants, and support networks for exchange on conflict sensitivity in Burkina Faso, Niger, and at the regional level.

WEST AFRICA PROGRAMME OFFICER

Role Overview:

The Program Support Officer will be responsible for accompanying and monitoring PeaceNexus partners in Burkina Faso and Niger by providing support in our core areas of expertise: conflict sensitivity; organizational development; and inclusive dialogue with the private sector. The role also involves support to the cross-cutting programmatic functions of the West Africa program including monitoring, evaluation and learning, internal reporting, external communication and management of consultants and resource persons.



PeaceNexus is looking for a person who can:

- Strong knowledge of the context and actors in West Africa, particularly in Burkina Faso and Niger;
- Proven experience in one or more of the following areas: organizational development and capacity building; conflict sensitivity and work on social cohesion and peacebuilding issues; facilitation of multi-stakeholder dialogue and engagement with the private sector;
- Strong initiative and willingness to work independently.

Localisation du poste :

PeaceNexus is recruiting a Program Officer to support the West Africa Program Director, based in Dakar, on cross-cutting programmatic functions and to support PeaceNexus partners in Niger and Burkina Faso. The position can be based in either Niger or Burkina Faso. PeaceNexus is ideally looking for a full-time person to implement and monitor partnerships in these two countries. Individuals with a strong interest in the role, but only available on a part-time basis, are invited to apply. Depending on the profiles received, PeaceNexus may consider an adjustment to the position and the possibility of recruiting one person based in Burkina Faso and one person based in Niger on a part-time basis.

The person will be required to travel occasionally in the region and to PeaceNexus headquarters (on average once a year) in Switzerland.

DETAILED DESCRIPTION OF RESPONSIBILITIES AND TASKS

1. Program implementation and representation

- Context monitoring and representing PeaceNexus in Burkina Faso and/or Niger;
- Support the West Africa Program Director in building strong relationships with civil society organizations, peers, national authorities and bilateral and multilateral actors;
- Contribute to strategic and operational program planning and monitoring, evaluation and learning related to activities in Burkina Faso and/or Niger;
- Participate in the identification and selection of new partners in line with strategic objectives;
- Organize learning events at the regional or country level in Burkina Faso and/or Niger.

2. Partner accompaniment

- Ensure the overall management and support of PeaceNexus partnerships in Burkina Faso and/or Niger, including the design of partnership frameworks, facilitation of participatory workshops, monitoring of change processes and capacity building of our partners in relation to social cohesion and peace issues, as well as supporting collective exchange and networking activities;
- Identify and support the supervision of consultants and resource persons to meet the specific needs of each partner and facilitate constructive and effective working relationships between PeaceNexus, its partners and the consultants associated with the partnerships.

3. Internal and external communication and reporting

- Report to the West Africa Program Director and other PeaceNexus staff on progress in implementing the overall program and on developments related to specific partnerships;
- Contribute to internal PeaceNexus communications and reports, including to the Foundation's Board regarding the region and specific partnerships in Burkina Faso and/or Niger;
- Support external communication and development of materials on the PeaceNexus program in the region, including the maintenance of the PeaceNexus Facebook page and website.

DETAILED DESCRIPTION OF REQUIRED QUALIFICATIONS AND SKILLS

1. Knowledge and experience in peacebuilding

- University degree relevant to the field of peacebuilding or international development;
- At least five years of professional experience in programs contributing to social cohesion and peace in West Africa;
- Strong knowledge of the context and actors in West Africa, and Burkina Faso and/or Niger in particular.

2. Specific expertise in one or more of the following areas, and basic knowledge and motivation to quickly acquire the necessary skills in the other areas:

a) Change Management and Capacity Building Experience:

Professional experience in organizational development coaching, capacity building and change management processes; or

b) Experience in conflict-sensitive programming and integration of social cohesion issues into humanitarian, development or environmental programs;

Understanding and professional experience in conflict analysis and the use of conflict-sensitive approaches in programs and organizational systems and processes, and in building capacity in these areas; or

c) Experience in developing and facilitating multi-stakeholder dialogue processes:

Experience in organizing and facilitating multi-stakeholder dialogues between communities, government and the private sector, particularly around natural resource management issues.

3. Accompaniment and partnership management skills

- Extensive experience in partnership management, both independently and as part of a team, and experience in maintaining effective working relationships with colleagues and partners from a distance;
- Ability to develop long-term coaching strategies while formulating concrete short-term recommendations that respond to the specific needs and constraints of partners in different organizational contexts;
- Ability to accompany, listen and facilitate participatory processes and exchanges.

4. Analytical and communication skills

- Strong interpersonal skills, ability to work with colleagues and partners with different profiles and approaches;



Rte de Lausanne 107
1197 Prangins - Switzerland

T +41 22 365 15 00
F +41 22 365 15 05

info@peacenexus.org
www.peacenexus.org

- Excellent oral and written communication skills; native French speaker or equivalent and proficiency in English in a professional context are essential;
- Strong analytical, synthesis and writing skills

APPLICATION PROCEDURE

Eligibility: Applicants must have the legal status and authorisation to provide consulting services in the region, or be eligible to do so. They will ideally be based in Burkina Faso or Niger. An alternative location in the region may be considered for an exceptional candidate. Candidates must be willing to travel within the country and occasionally within the region and periodically (at least once a year) to the headquarters in Switzerland. Part-time arrangements may be considered.

Compensation: competitive salary, commensurate with experience.

Application procedure: Please send a CV and cover letter to recruitment@peacenexus.org by **June 18, 2023** with the subject line: *Application West Africa - first name - last name*. Shortlisted candidates will be asked to complete a written assignment. The final selection will be based on an interview.