

Helvetas is an international network of politically and confessionally independent affiliate member organizations working in the field of development cooperation and humanitarian response. Our vision is a just world in which all people determine the course of their lives in dignity and security, using environmental resources in a sustainable manner. The Helvetas network builds upon six decades of development experience. With 1400 collaborators, it is engaged in more than 30 countries.

Helvetas' humanitarian portfolio has been continuously growing in the past years. To complement our Global Humanitarian Preparedness and Response Team, we are looking for an experienced and agile humanitarian professional as

## ROVING SENIOR HUMANITARIAN SPECIALIST (F/M/D) - 80% - 100% BASED IN GERMANY

In this position you will strengthen Helvetas humanitarian field operations by providing hands-on technical assistance and capacity building support to Helvetas country teams in all aspects related to humanitarian programming. Further, you will support fund mobilization efforts, with particular focus on German humanitarian donors.

Key functions of the position are as follows:

1. Provide technical programming support to Helvetas country teams
2. Supporting rapid response through deployments after sudden onset disasters
3. Support fund mobilization efforts with humanitarian donors
4. Contribute to the development and roll-out of global quality standards and associated processes.

**The position requires frequent travel to fragile countries (approx. 50% of work time, with deployments lasting for several weeks) and significant flexibility.**

### YOUR MAIN TASKS

Roving technical support to country teams

- Support country teams through support missions in designing assessments, project design, grant writing, or other tailored on-demand support
- Capacity building of country teams in all aspects related to humanitarian programming.
- Support emergency preparedness planning process of country teams, through roll out of the institutional EPP Concept, capacity building workshops with country teams.
- Support country teams in systematic partner mapping & assessment

Rapid Response (surge function)

- As a member of the Rapid Response Team, in case of a sudden onset disaster deploy to affected context to support country teams in early response efforts
- Take a leading operational role in organizing assessments, response design, mobilize institutional funding, coordination, identifying and assessing local partners

### Fund mobilization & grant management

- Act as key focal point for mobilizing and managing grants from institutional German Humanitarian Donors, particularly GFFO & BMZ. Support programme development with other humanitarian donors
- Support grant writing and quality control in proposal submissions
- Represent the organization at key humanitarian events

### Quality management

- Contribute to the development and roll-out of global quality standards and associated processes.
- Take a leading role in mainstreaming CHS at institutional level (incl carrying out institutional self-assessment)

## YOUR QUALIFICATIONS

- University degree or equivalent in a relevant field
- Significant programming and management experience (7+ years) within International NGO in several humanitarian contexts, including in emergency response and in senior positions
- Applied competences in at least two of the following sectors - Food Security/Livelihoods, WASH, shelter - as well as CVA
- Strong writing skills; experience in writing successful proposals and familiarity with humanitarian donors. Familiarity with GFFO/BMZ is a distinguished advantage.
- Experience in designing & running capacity building and training exercises
- Strong interpersonal and communication skills; sensitive to cultural values and good listener.
- A "can-do" attitude and ability to work effectively in high pressure situations
- Proficiency in French is required, German and Spanish is desired.
- Willingness to travel extensively & frequently, also at short notice, incl to volatile areas (requirement to participate in HEAT training).

## OUR OFFER

A contract for the duration of 2 years (extendable) with Helvetas Germany, Bonn

### **The applicant must hold a valid work permit for Germany**

Attractive working conditions and integration in dynamic teams and environments.

We look forward to receiving your complete application in English including motivation letter, CV, certificates and diplomas by October 13, 2024 via our [online recruitment portal](#). For further information please visit our website [www.helvetas.de/de](http://www.helvetas.de/de).