



## **JOB OFFER:**

**Project's coordinator West Bank and Gaza – opt.**

## **BACKGROUND**

Alianza por la Solidaridad is a Spanish NGO existing since more than 30 years and present in the Middle East since 1993. Since 2009 it has developed a process of sectorial and geographical targeting for its interventions, which meant the prioritization of women's rights. Alianza por la Solidaridad gender equality in the Middle East works within three main lines of action: Prevention and response for Gender Based Violence, individual and community approach; Women's economic empowerment; Women's participation and active citizenship.

Alianza maintains stable local partners with whom it works in a sustained manner and deepening not the relations and regular contacts through the office in the field, but a fluid communication and analysis of the changes caused by the protracted conflict-related crisis and humanitarian situation in Palestine. Alianza works closely with its partners and support their work in a manner that represent Alianza and the partners values. Alianza has extensive experience and expertise on women's rights and there is a high degree of knowledge about the environment and only relation with the population, civil society organizations, other humanitarian actors and local public entities.

Alianza por la Solidaridad is member of Action Aid International since Jun 2018 and its merging its programme in Palestine with ActionAid Palestine.

Action Aid and Alianza share the idea that when people become aware that their future is in their hands and when they organize to challenge power structures and contribute to the betterment and changing of institutions, changes can succeed. These changes should take place on a global scale in order to generate maximum impact, and they should be rooted in the political values of solidarity and internationalism. In addition, for Action Aid and Alianza, Social justice, gender equality, and climate justice succeed through individual and collective actions that actively change inequitable and unjust power relationships, either hidden, visible, or invisible, from the home to local, national, and international spaces. The empowerment of people that live in poverty and marginalization, and of women and youth is a crucial part of creating these changes. Collective efforts and fights are stronger when they are bound together through solidarity, campaigns, and common causes between communities, organizations, and social movements and other allies to influence local and global institutions and public policy.

The Projects Coordinator will ensure a close and accurate technical and financial coordination of the interventions assigned and will contribute to strength the country strategy of Alianza with local partners and the key stakeholders.

## **MAIN TASKS AND RESPONSIBILITIES**

The Coordinator is expected to achieve the following objectives and activities:

### **Project Cycle Management and Context/ Stakeholders Analysis**

- Ensure a proper planning of the interventions with local partners in accordance with donor regulations.
- Perform the **technical** and **financial follow up** and reporting of activities in accordance with donor regulations.
- Supervision of the implementation of activities according to the existing work plan and direct implementation of some activities related to the interventions when required.
- Support to local partners and to the Alianza Administration department in Jerusalem for the financial reporting of the activities and for the auditing requests.
- Development of new project proposals to ensure continuation/sustainability of the interventions in the area.
- Ensure the development of TORs, recruitment process and follow up on consultants that may work in the strategy of intervention.
- Support to other areas, when required, on the follow up and identification of programmes and projects.
- Implement the internal Communications policies and tools

### **Partnerships and collaboration with others**

- Institutional representation when required
- Maintain the Communications with target groups, partners and public institutions in Gaza.

### **Merger with ActionAid Palestine**

- Participate in the process of merger with ActionAid Palestine

### **Internal Policies, Security and Code of Conduct**

- Apply and adhere to the internal regulations in ALIANZA office in Palestine, including safety regulations.
- Respect ALIANZA's code of conduct and safeguarding policies.

## **REQUESTED KNOWLEDGE AND EXPERIENCE**

- Both **English/Spanish** working command is compulsory
- Knowledge of Arabic is an asset
- An advanced degree in Humanitarian Action- Development,
- Additional studies in gender and development, gender-based violence in humanitarian settings and developing countries.

- At least 2 years of experience in Gender and Humanitarian projects in international NGOs, including technical and financial reporting in accordance with donor standards
- Demonstrated experience in project design, planning, implementation, monitoring, and evaluation, in particular from a gender perspective and human rights approach
- Strong command of Spanish and EU Institutional donors regulations and compliance (AECID standards knowledge is highly desirable).
- Knowledge of the Middle East with particular emphasis on gender-related issues.
- Conflict sensitive approach and previous experience in crisis-security risks contexts
- Availability to travel, frequent travels to Gaza are required
- Facilitation of groups sessions, negotiation and influencing skills
- Presentation skills; expository writing and speaking
- Ability to work autonomously

### **LINE MANAGEMENT, CONTRACT AND WORKING CONDITIONS**

The projects coordinator will report directly to the regional Head of Mission. ALIANZA will provide a Labor Contract under the category "Coordinator expatriate", within salary scale of Alianza (30.000€ - 34.000€ per year)

Place of work is ALIANZA's Jerusalem office but with regular travels to Gaza and the West Bank can be expected. No accommodation in Jerusalem is provided. Admin support will be provided by ALIANZA admin team in Jerusalem. Costs of trips to Gaza and West Bank are covered by ALIANZA (Meals, trip to Gaza and accommodation in Gaza, according to ALIANZA standards).

Estimated duration of the contract is 12 months, with 6 months probation period.

The Coordinator will apply and adhere to the internal regulations in ALIANZA office in Jerusalem, including safety regulations. At the same time, the Coordinator will respect ALIANZA's code of conduct and SHEA policies.

### **HOW TO APPLY**

Procedures and deadline for submission of proposals:

CV and motivation letter should be submitted in English or Spanish by email to: [rrhh@aporsolidaridad.org](mailto:rrhh@aporsolidaridad.org) indicating the reference "**<NAME> Projects Coordinator OPT**" in the email subject. The deadline for submission of tenders is **19th May 2021**.