



## International Blue Cross (IBC)

IBC looks for a committed and innovative professional who wants to work within a Christian value-based organisation in the position of:

### Programme Officer (50-60%)

This position is subject to continuing project funding. The initial contract duration is 24 months, with the possibility of extension subject to funding.

#### Organisation overview

[International Blue Cross \(IBC\)](#) is a politically and denominationally independent non-governmental umbrella organisation that brings together 37 national Christian value-based organisations across Africa, Asia, Europe and Latin America. IBC and its members work with some of the most excluded and vulnerable people in the world. IBC specialises in addressing alcohol- and other drug-related social and development challenges through prevention, treatment, and aftercare programmes.

In addition to implementing international development cooperation programmes, IBC engages in alcohol policy advocacy and holds consultative status at the UN ECOSOC. The international team coordinates projects and advises national partner organisations worldwide in project implementation and financing. IBC is ZEWo-certified and member of the Community of Cooperation [KoGe](#) and [INTERACTION](#).

#### Job description

Based in Bern, you will:

- In collaboration with the other IBC Programme Officers, assure day-to-day management of selected international development and cooperation programmes, with a focus on alcohol and other drug prevention and vocational skills interventions for youth and vulnerable populations, particularly in French-speaking Africa (Togo and Congo Brazzaville);
- Establish and maintain structures and tools for planning, implementation, monitoring, and evaluation of progress against plans within the PCM framework;
- Analyse country reports and prepare timely, high-quality reports for donors;
- Produce summaries, annual reports and communication materials in French and English, and other languages depending on your skills;
- Provide coaching and capacity strengthening support to local project partners;
- Identify, assess and mitigate programme risks;
- Maintain effective relationships with institutional donors and ensure compliance with reporting requirements;
- Support the General Secretary in IBC member support and the Moodle Academy, particularly for French-speaking members;
- Support the Finance Officer with basic financial administration tasks;
- Contribute programme input to fundraising proposals and communication materials;
- Carry out additional tasks as required for the smooth running of IBC.

#### Job requirements

- Master's degree in a relevant field
- Working experience in development cooperation, preferably with grassroots organisations; experience in Sub-Saharan Africa is an asset



- Excellent know-how in results-based management and Project Cycle Management
- Excellent skills in coaching project partners and aggregating data
- Full professional proficiency in French and English (German would be a plus)
- Strong writing and storytelling skills in French and English.
- Excellent communication, interpersonal, and networking skills
- Commitment to working within a Christian value-based organisation and in the field of alcohol and other drug prevention among vulnerable populations
- Team-oriented, proactive, solution-focused, and able to work independently in a multi-cultural environment
- Willingness and ability to travel internationally
- Valid Swiss work permit

We offer, among other things:

- A diverse and engaging role in an international environment, with many opportunities to take initiative
- A motivated and committed team
- Flexible working arrangements
- Fair and competitive remuneration

This position is depending on continuing project funding. The duration of the contract will be 24 months, but might be extended if funding is secured.

### **Recruitment process**

If you are interested in driving our international development work to strengthen vulnerable youth, we look forward to receiving your complete electronic application, including your CV, motivation letter in English, and academic and work certificates by **24 March 2026** at [office@internationalbluecross.org](mailto:office@internationalbluecross.org), with the subject line "Programme Officer".

Shortlisted candidates will be invited to complete a written online assessment during the **week of 24 March**. Based on the assessment results, selected candidates will be invited to an interview at our office in Bern on **30 or 31 March 2026**. Our office is located at International Blue Cross, Lindenrain 5a, 3012 Bern, Switzerland

For further information please contact Programme Manager Flavia Ganarin:  
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