

Helvetas is an organization specialized in development cooperation and humanitarian response, anchored in Switzerland. Our vision is a just world in which all men and women determine the course of their lives in dignity and security, using environmental resources in a sustainable manner.

For our RECONOMY project we are looking for an experienced and committed individual to join us as per **May 01, 2023 or upon agreement**.

## INTERNATIONAL PROJECT MANAGER (F/M/D) - 100%

WORKPLACE UP TO AGREEMENT: SWITZERLAND, SERBIA, ONE OF THE RECONOMY COUNTRIES

RECONOMY is a large project for inclusive and green economic development with the objective to create better income and decent and green jobs for women and youth in Eastern Europe and Western Balkans. It covers 12 countries and is funded by the Swedish government (SIDA). The team consists of managers and experts

Helvetas is the lead agency to implement the project through a dedicated and highly dynamic team and in collaboration with strong partner organisations in the different countries. The project challenges conventional norms of project implementation and requires a high degree of innovation driven by learning and adaptation. Most importantly it seeks to bring about large-scale and sustainable impact through the application of a Market Systems Development (MSD/M4P) approach. [More information about the project can be found here.](#)

### YOUR MAIN TASKS

- Provide overall strategic steering and technical guidance to the project team, partners and stakeholders through results-oriented project cycle management
- Ensure the application of an MSD approach and related tools (including DCED Standard for Results Measurement) through capacity building and coaching
- Ensure the functioning of an effective knowledge management and learning system and actively engage on communication through various media
- Effectively manage the relationship to the donors by ensuring timeliness and quality of reports and by providing on-demand technical documentation and support
- Ensure the functioning of the projects overall governance system and processes, including the maintenance of good relations with partners and stakeholders
- Assure overall quality of project implementation in operational, procedural and administrative matters, and compliance with donor requirements and Helvetas internal processes
- Ensure effective coordination and exchanges between RECONOMY and other projects implemented by Helvetas and the wider organization, seeking synergies and best utilization of resources and ideas.

### YOUR QUALIFICATIONS

- An academic degree (Master or equivalent) in economics, development studies or similar social sciences
- At least 10 years of experience in development cooperation, in particular in the area of economic development
- Proven track record in results-oriented Project Cycle Management (management of larger and complex projects) and team leadership, with focus on strategic steering

- Excellent knowledge of the MSD approach applied to different contexts and thematic areas, as well as knowledge of related tools (especially DCED Standard)
- Provision of strategic and technical guidance (through training and capacity building, consultancy, coaching etc.)
- Specialization in at least one of the following topics: private sector development (PSD), vocational skills development (VSD), private sector engagement (PSE), public-private partnerships (PPP) / advocacy, financial sector development (FSD) incl. guarantee facilities/instruments, digital transformation, youth employment / labor market development, Conflict sensitivity / transformation
- Experience in the field of environment and climate change and gender
- Ability to research and analyze, synthesize and efficiently write high quality technical and documents other documents in English language
- Experience working in the private sector

In fulfilling the above tasks, we are looking for a highly motivated team leader, offering well proved leadership competencies and who can bring out the same in the people s/he works with. This requires very strong communication and negotiation skills in English (written and spoken), ideally also in Russian and/or a language spoken in the region. Savviness in applying various IT instruments is important, especially in providing leadership through hybrid and cross-country forms of collaboration. The ability to think and act strategically, facilitate innovative solutions and rally people around a common vision and ideas is critical to perform in this role.

Readiness to travel frequently is a precondition.

## OUR OFFER

**The location of workplace is subject to agreement**, ideally in Switzerland (Bern or Zurich), Serbia (Belgrade) or within one of the other RECONOMY partner countries.

We offer a highly interesting challenge in a motivated team with attractive working conditions. You can expect a modern and hybrid work arrangement in a multicultural setting.

We look forward to receiving your complete application including motivation letter, CV, work certificates and diplomas by **February 28, 2023** via our [online recruiting portal](#).

For further information please contact Matthias Herr, Director Eastern Europe for Helvetas, [Matthias.herr@helvetas.org](mailto:Matthias.herr@helvetas.org) or Zenebe Uraguchi, RECONOMY Project Manager (current incumbent), [Zenebe.uraguchi@helvetas.org](mailto:Zenebe.uraguchi@helvetas.org), or visit our website [www.helvetas.org](http://www.helvetas.org)