

VACANCY ANNOUNCEMENT

Position:	Coordinator Civil Peace Service (CPS) Program in Sierra Leone
Duty Station:	Freetown
Date of Issue:	16 th September 2024
Reports to:	Program Officer - Civil Peace Service of Bread for the World (BftW), Berlin, Germany <u>and</u> Executive Secretary - SLADEA

Background:

The Civil Peace Service (CPS) is a program for violence prevention and peacebuilding in crisis, conflict and post-conflict regions. It works for a world in which conflicts are resolved without violence. Nine German peace and development organizations, including Bread for the World, implement the CPS together with local partner organizations. The CPS is funded by the German Federal Government. CPS professionals provide long-term support to local people in their commitment to dialogue, human rights, and peace. There are currently more than 380 international CPS professionals working in 45 countries.

The CPS program of Bread for the World has been supporting civil society organizations and churches in Sierra Leone in reconciliation work and conflict transformation since the end of the civil war in 2002. The program focuses on working with young people to promote positive prospects for the future, working on gender justice and women's rights, supporting, and integrating discriminated and disadvantaged groups, lobbying and working with village communities to secure land rights and combat hunger, and promoting context-specific strategies for violence prevention and conflict transformation. Currently, twelve partner organizations and six CPS professionals are involved in the CPS program in Sierra Leone.

As a Coordinator, you will support partners and professionals in Sierra Leone as well as the Personnel Service for Global Cooperation Unit in Berlin in the targeted implementation and content-related design of the Civil Peace Service program. You will be the contact person for partners and professionals on site and advise them on impact-oriented planning, monitoring, and evaluation (PME) of their Civil Peace Service projects. Furthermore, you will make an important contribution to the coherent documentation, the annual reporting for the Federal Ministry for Economic Cooperation and Development in Germany (our back donor) and the external presentation of the CPS Sierra Leone program of Bread for the World. You will actively contribute to the strategic and conceptual development of the program. Another focus of your work will be to promote the exchange of expertise and experience among the partner organizations and to support them in networking with other relevant actors from civil society, science, and politics. As a coordinator, you will be in regular professional exchange and coordination on the program design with the CPS program officer for the Mano River Region in Berlin, the local CPS coordinator in Liberia, as well as with other colleagues from Bread for the World as needed.

The content related supervision for the position lies with Bread for the World in Berlin in the Personnel Service for Global Cooperation Unit.

Job Purpose and Responsibilities:

The successful applicant will have the following duties:

- Orientation, counselling and support of CPS partner organizations and CPS professionals (including introductory workshops, regular project visits, support with content-related questions and CPS-specific PME, support with special challenges at partner organizations and professionals)
- Conception, organization, and implementation of events with partner organizations such as network meetings, peer learning and training for the CPS program
- Maintaining and expanding cooperation and networks as well as public relations work
- Contributing to the content-related and strategic development of the CPS program of Bread for the World as well as the cross-agency country strategy (TLS)
- Preparation of program applications and annual reports as well as conflict-sensitive, impact-oriented monitoring of the program
- Proactive communication of relevant information to and regular coordination with the responsible colleagues at Bread for the World in Berlin on program activities
- Supporting the responsible colleagues at Bread for the World in Berlin in program-related partner dialogue, analysis of the human rights and conflict context and knowledge management in Sierra Leone

Qualifications:

Education:

- Relevant university degree (e.g. peace and conflict studies, social sciences, political science, international law or equivalent knowledge and experience)

Experience:

- Three (3) years working experience in the field of peace work and human rights or any related in-depth working experience associated with peace work and conflict studies, preferably experience in Sierra Leone or West Africa

Competencies:

- Strong analytical skills and experience in strategy and program development
- Knowledge and experience in project management as well as in impact-oriented planning, monitoring and evaluation procedures, advantageous would be CPS experience
- Knowledge and experience in advocacy, networking, and public relations work
- Experience in the organization of events and in facilitating of group learning and reflection processes
- Ability to cooperate constructively (also at a distance) and a high degree of self-organization, personal responsibility and initiative
- Communication skills and confidence in dealing with people in and from different contexts
- Intercultural competence, empathy, and sensitivity

- Openness and flexibility for a dynamic environment
- Willingness to travel regularly within Sierra Leone, to neighboring countries and to Germany
- Very good knowledge of English, knowledge of the local languages of Sierra Leone would be advantageous

Other Desirable Skills:

- Excellent computer skills in Microsoft Office (**especially MS Word, MS Excel, MS Power Point, and Internet**)
- Demonstrate initiative and ability to work under minimum supervision
- Training skills includes facilitation coaching and capacity building of partners and seconded personnel
- Excellent report writing skills to meet international donor standards

Address your application with relevant supporting documents (motivation letter, CV, certificates, and testimonials, one letter of recommendation) to:

Mr. Bamike E. Williams
Executive Secretary
Sierra Leone Adult Education Association (SLADEA)
Adult Education House
90 Sanders Street
Freetown, Sierra Leone

Or via e-mail through: sladeasec@gmail.com or executive.secretary@sladea.org

The position will be filled on 1 January 2025 and is limited to one year with the option of extension.

Closing date for the receipt of all application is Tuesday 15th October 2024, on or before deadline of 14:00hrs GMT.