



WeWorld Onlus

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40133 Bologna (IT)
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www.gvc-italia.org

VACANCY: EMERGENCY PROGRAMME COORDINATOR, OPT

Location : Ramallah, Occupied Palestinian Territories

Job Title: Emergency Programme Coordinator

Type of contract: 6 months renewable (including 3 months as probation period)

Starting date: May 2019

Monthly gross salary range: 3800 -4200 Euros

Application deadline: 10th of April 2019

Application procedure :

Send your CV and Cover Letter to job.openings@gvc-italia.org with reference P10, only prelected candidates will be contacted ; the applications will be reviewed as they are received and the position may be awarded before the deadline

We World GVC Onlus, recently constituted from the merger of two NGOs, is an Italian secular and independent organization working since 1971 in international cooperation and humanitarian aid. Present in 29 countries with 128 projects, *We World GVC Onlus* operates in the following areas of assistance: human rights (gender equality, prevention and combating violence against children and women, migration), humanitarian aid (prevention, emergency relief and rehabilitation), food security, access to water, health and hygiene, education, global citizenship education, quality teaching and international volunteering.

We World GVC Onlus works mostly with girls, boys, women and youth, actors of change in every community for a fairer and more inclusive world. Supports people overcoming emergencies and guarantees a life with dignity, opportunities and a better future through human and economic development programs, in the framework of the 2030 Agenda.

Joining the *We World - GVC* team means being part of the development of a dynamic organisation where the contribution of each staff member is promoted and valued, working together towards the collective achievement of shared goals and vision.

In 2016, *We World GVC Onlus* managed 84 projects, operating in 24 countries. From Africa to Latin America, from Asia to the Middle East, through to Europe. We act involving people, civil society organisations, governments and local authorities, to ensure access to water, food, health, education and work for thousands of people.

During a humanitarian emergency, we work to rebuild what has been destroyed and to rekindle growth and sustainable development processes. Our interventions aim to increase the population's resilience, enhancing a community's capacity to find, within its fabric, the skills and resources necessary to grow in a self-sufficient manner.

Our staff is the key to achieving ambitious goals. With nearly 770 professionals employed and 250 partners, over the past 12 months *We World GVC Onlus* has reached 1.4 million people. The organisation's



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programmes (26 million in 2016) are co-funded by the most important humanitarian and development aid donors such as EU (DEVCO, EACEA, ECHO, NEAR), United Nations (OCHA, UNHCR, UNDP, UNICEF, WFP, FAO) and individual countries (AICS, JICA, France and Dutch Embassies) as well as by private donors and foundations.

Our programmes rely on highly specialised staff, able to implement tailored methods and practices in order to meet the different needs of beneficiaries and donor requirements.

The challenges that characterise the environments we work in are tackled by creating innovative synergies that draw on teamwork, multi-disciplinary experiences and by pairing international and local expertise.

Respect for individuals and constancy are essential and inalienable characteristics if operating in contexts requiring strong human and professional talents.

Being part of the *We World GVC Onlus* team means taking part in the development of a dynamic organisation where the contribution of each staff member is promoted and valued, working together towards the collective achievement of our goals and vision.

Job Description

GVC has been active in the occupied Palestinian territory (oPt) since 1992. Historically the organization has implemented activities including rehabilitation and provision of WASH assets and infrastructures; rehabilitation and provision of livelihoods assets; reinforcement of health and education services; and, supporting good governance. Currently GVC works in both humanitarian aid and development, aiming to: Provide access to basic services and available natural resources; Strengthen the protection of vulnerable communities through an integrated protection community approach; Enhance socio-economic development. At present, the main donors are Italy (AICS), the EU (DG ECHO), UNICEF, OCHA, and Belgium (DGD). Within this framework, GVC is recruiting an Emergency Programme Coordinator (EPC) who will be responsible for managing, coordinating, supervising, monitoring and reporting on the activities related to the GVC humanitarian projects in oPt.

Main tasks and responsibilities

Under the general direction of the Country Director, the EPC will be required to familiarize himself/herself with all aspects of the execution of the GVC emergency projects, currently related to WASH, Shelter, Integrated Protection and Health.

More specifically, she/he will be responsible for the following:

Programme development (30%):

- In collaboration with Country Director and GVC technical coordinators, develop and implement an appropriate and effective strategy related to the Emergency/Humanitarian Sector, setting clear objectives and indicators;
- Develop new proposals, aligned to the GVC Country Strategy, in collaboration with Country Director, the Development Coordinator and GVC technical coordinators, involving a multisectoral approach, expanding the intervention of GVC into new sectors;



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- Support donor relations by contributing to the production of various communication products for donors and accompanying donors during field visits, in coordination with programme and field office colleagues;
- Provide strategic and technical guidance on key components of GVC's emergency work to foster good practice and ensure that humanitarian minimum standards are met in all sectors.

Team management, coaching and project supervision (40%):

- Monitor and support planning of project activities, ensuring effective delivery in line with donor requirements and GVC's mission;
- Supervise quality of internal and external reports to ensure effective information flows and external reporting deadlines are met;
- Ensure timely information on progress and results is available by compiling, organizing, analyzing, monitoring, and preparing data for situation reports, fact sheets, donor reports, briefing notes, and other reporting products;
- Undertake field visits to gather the information on results related to the emergency response activities to ensure that all data from the field is captured, documented and reported in a results-based and timely manner for donors and internal purposes;
- Supervise and/or coordinate with GVC field team (project managers, technical experts and Area Managers) to better ensure the information flow, monitoring and reporting on project implementation, and provide financial and strategic oversight where required;

Communication and coordination (30%):

- Participate in Cluster/Sector coordination meetings and other emergency working groups or coordination meetings, as required, representing GVC and feeding back to the Country Director and GVC technical coordinators on relevant issues, and following up on relevant action points;
- Develop and maintain appropriate, regular, transparent and supportive communication with the assigned project staff, GVC technical coordinators as well as other relevant stakeholders (e.g. beneficiaries, community leaders, local and national government officials, UN agencies and other NGOs), with the objective of ensuring good cooperation and partnerships;
- Provide effective representation for GVC to donors, national and local authorities, partners and other relevant stakeholders in the country,
- Mainstream best practices and data analysis coming from GVC work to proactively fundraise for humanitarian needs.

Required qualifications, skills and experience

Education:

An advanced university degree or equivalent in the field of Social or Political Science, Development Studies, International relations, Project Management.

Experience:

- A minimum of 6 years of relevant working experience in related fields, preferably with a special focus on the WASH and/or Shelter sector
- Experience in budget preparation, budget monitoring and analysis are required



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- Knowledge of main donors' policy and procedures (UN Agencies, EU, ECHO, Italian Cooperation)
- Sound knowledge of project cycle management and good humanitarian Principles
- Excellent verbal and written communication, interpersonal and team skills
- A good problem-solver with demonstrated resourcefulness in setting priorities and creating efficiencies
- Capacity to work autonomously and ability to think strategically and conceptually and to translate these into concrete results
- Ability to identify, initiate and maintain good relationships with partner organizations, donors and national authorities including building professional relationships with senior decision-makers and influencers/leaders
- Proven organizational skills and ability to effectively manage multiple tasks while fostering quality, team spirit and positive working relationships with colleagues
- Demonstrates integrity by modelling the NGO values and ethical standards; Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability
- Excellent computer skills including full working knowledge MS Office and Internet
- Valid and clean driving license.
- Language requirements: fluency in English both written and verbal.

Will constitute a plus

- Previous experience in Middle East countries would be considered an asset;
- Knowledge of Italian and/or Arabic would be considered an asset;
- Expertise on WASH would be considered an asset.