

# Call for Applicants

## PROJECT MANAGER for Iraq

The Austrian Study Centre for Peace and Conflict Resolution (ASPR) is an independent, non-profit and non-partisan organisation. It is engaged in research, education/training and practical conflict transformation.

The ASPR is seeking a Project Manager to join its Conflict Transformation Programme team for the implementation of its initiatives in Iraq.

The Project Manager will be responsible for:

- Leading the inception and implementation of the ASPR's dialogue projects in Iraq.
- Coordinating implementation of the project with ASPR team and ensuring responsible and efficient implementation of the work and related resources,
- Supervising implementing project partners in Iraq,
- Maintaining and developing relationships with the ASPR's partners and networks in Iraq,
- Coordinate the support and participation of project advisors,
- Participating in the development of the overall ASPR Conflict Transformation projects and cross-cutting activities,
- Developing the overall budget of the project with the approval of ASPR management,
- Developing activity-specific budgets with the approval of ASPR management,
- Ensuring that the project is implemented in-line with project, and activity budgets, and donor requirements,
- Participate in networking, and outreach to relevant Iraqi governmental, and non-governmental interlocutors, as well as such other interlocutors are necessary to support the implementation of the project.
- Preparing required donor reporting in cooperation with the ASPR management.

### Position requirements include:

- Practical experience relevant for conflict resolution, dialogue,
- Have an excellent understanding and practical knowledge of Iraq and the region, the dynamics and politics, relevant peace processes, regional organizations and related diplomatic efforts,
- Have at least seven years of practical experience in international political and peacebuilding processes and/or relevant humanitarian efforts from private, state and/or non-state organisations and/or projects, including conflict analysis and practical project management (e.g. strategic development, PME and budgeting),
- Have excellent networks in the region, and strong skills in building and managing relationships with local, regional and international organizations as well as fundraising,
- Have an ability to work under pressure in challenging circumstances and to tight timelines,

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- Have excellent teamworking skills,
- Have fluent written and spoken skills in English, with additionally Arabic and/or German being an advantage,
- Have a Master's degree from a relevant field,
- A nationality that allows for facilitated visa-entry to Iraq is an advantage,
- Be able to travel to Iraq and the region as required by the project.

The Project Manager will report to the ASPR director. The position can be based in Vienna, Austria, for which EU citizenship or a valid working permit for Austria is a prerequisite. Alternative arrangements, including a remote consultancy based outside of Austria, can be made in accordance with the ASPR. The position is one-year fixed term with a possibility of extension.

**Employment type and:** Full time employment contract based in Austria or consultancy contract based outside Austria.

Please send your application documents consisting of a letter of motivation and a curriculum vitae with two references by August 9, 2021 by email to [aspr@aspr.ac.at](mailto:aspr@aspr.ac.at)

Applications are welcome between **12 July, 2021** and **9 August, 2021**