

Regional Programme Adviser EA & Yemen at Norwegian Refugee Council (NRC)

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Job Description

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The Norwegian Refugee Council (NRC) is a non-governmental, humanitarian organization with 60 years of experience in helping to create a safer and more dignified life for refugees and internally displaced people. NRC advocates for the rights of displaced populations and offers assistance within the shelter, education, emergency food security, legal assistance, and water, sanitation and hygiene sectors. The Norwegian Refugee Council has approximately committed and competent employees involved in projects across four continents. In addition, NRC runs one of the world's largest standby rosters -NORCAP, with professionals, ready to be deployed on 72 hours notice when a crisis occurs

Roles and Responsibilities ;

Regional Programme Advisor will be allocated a lead area where s/he will provide expertise. Lead areas will evolve in accordance with NRC Regional Programme Strategy. Specific lead responsibilities that could be assigned include but not limited to:

Establish and provide a regional helpdesk function on assigned thematic, working collaboratively with colleagues in HO, within the region and country offices. Help Desk thematic include (but are not limited to): PCM, Hard to Reach, Emergency Preparedness, Consortia and down-stream partnerships best practices

Lead Strategic initiatives as assigned by the line manager or Regional Programmes Director.

Identify gaps in quality and practice, and common learning and development needs in relation

to programme proposal development, PCM, Grants Management within the region's COs and work collaboratively with L&D colleagues (regional, HO, OD/PCM Adviser) on development of learning initiatives to build skills and capacity

Lead on partnerships (including private sector partnerships), identifying opportunities for cross-country/regional arrangements and developing outline business proposals to be taken forward with the Regional Programme Director

Be the in-team focal point on assigned institutional donor knowledge, working collaboratively with colleagues in Partnerships and Policy (HO, NRC Rep Offices), and other regions, to develop information resources and tools to support COs in targeted programme proposals and high-quality donor reporting and compliance

Conduct analysis of trends in the region or sub-region to contribute to regional understanding and provide evidence for advocacy and innovative project ideas.

Professional Competencies:

Several years of experience within the humanitarian/recovery context, of which 5 years of Advisor / Programme Manager/Head of Programme experience

Specialist knowledge and expertise equivalent to an advanced university degree in a relevant field (e.g., international development, politics, social science)

Knowledge of institutional donors' strategies, priorities, and compliance requirements – NMFA, UNHCR, ECHO, FCDO etc.

Track record of successful proposal development, or similar in funding or partnerships

Experience from working in the Middle East

Understanding of, and commitment to working collaboratively with technical and operational colleagues within a matrix structure, including capacity building

Fluency in English, both written and verbal; Arabic is an asset

Experience working with overall strategy development and planning

Experience of developing learning and development tools and resources to support capacity building

Knowledge of and interest in new business opportunities, including commercial partnerships

Experience of working with cross-country programmes and donor

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