



Human Resources Department

Geneva, 5th March 2019

The **World Council of Churches (WCC)** is an ecumenical fellowship of churches founded in 1948, which brings together 350 Christian denominations from all over the world. It promotes Christian unity in faith, witness and service for a just and peaceful world.

Fully part of the WCC, the Ecumenical Accompaniment Programme in Palestine and Israel (WCC-EAPPI) was founded in 2002 in response to a call from the local Heads of Churches in Jerusalem and brings internationals to the West Bank for protective presence, accompaniment and international advocacy.

The WCC-EAPPI is looking for its **Local Programme Coordinator at 100%, based in Jerusalem**, who will be responsible, in coordination with the International Programme Coordinator (IPC) for the development, planning, implementing, monitoring, evaluating and reporting on WCC-EAPPI's work.

In particular, he/she will be responsible for:

- A. The overall performance of the WCC-EAPPI activities and shall lead and coordinate the WCC-EAPPI Jerusalem office and staff. Considering this, the LPC shall:
- Coordinate the office work and deliver results according to WCC-EAPPI's Strategic Plan 2017-2021, pursuing its potential for fulfilling WCC-EAPPI's objectives. Provide guidance and support to the local WCC-EAPPI team on programmatic issues;
 - Nurture the relationship with Church leaders in Jerusalem, represent WCC-EAPPI locally, both at special events – ecumenical services, vigils, commemorations – and in various meetings with donors, consulates and representative offices, NGOs and other stakeholders;
 - Coordinate meetings of and maintain working relationships with the Local Reference Group (LRG), and develop and maintain working relationships with Church Leaders, Jerusalem Inter Church (JIC), Local Partners and communities, Civil Rights Organization, and UN agencies in Israel and Palestine;
 - Ensure that the policies of the programme and the decisions of the International Reference Group WCC-EAPPI are enacted in coordination with the IPC;
 - Ensure compliance and implementation of set policies and procedures;
 - Communicate and interpret the WCC vision, programmes and priorities;
 - Maintain robust security and risk-management regime;
 - Secure quality financial management with efficient resource utilisation.

B. The overall supervision of the work of the Ecumenical Accompaniers, including:

- As a WCC officer, liaise between church leaders, communities, national coordinators, and the Geneva WCC headquarters, in close coordination with the International Programme Coordinator based in Geneva;
- Oversee security aspects in emergency situations;
- Oversee and support the programmatic aspect of the training and orientation, post-orientation, retreat and debriefing and prepare schedules for the orientations, exposure weeks and debriefings in consultation with staff.

C. The maintaining of adequate organisational set-up, promoting a work environment that stimulates talents, and secure contextual knowledge and professional competence in all performance-critical fields of work.

D. The strengthening of the financial resource base of the WCC-EAPPI.

E. The reporting to the International Programme Coordinator. The LPC works with the IPC to organize and prepare for International Reference Group, Working Group and National Coordinators meetings.

QUALIFICATIONS AND SPECIAL REQUIREMENTS:

- Master's degree or equivalent in political or social sciences, international relations, programme management, humanitarian assistance, law, public or business administration or Religious Studies. A first-level university degree in a similar field area in combination with 5 additional years of experience working in an ecumenical organization may be accepted in lieu of the advanced university degree;
- Conscious of and committed to the fundamental WCC-EAPPI principles, vision, values, being loyal to the WCC-EAPPI's identity as a church/faith based organisation and having the ability to represent WCC-EAPPI as a global, ecumenical organisation;
- Significant management experience and an understanding of accompaniment methodologies and interventions in complex environments. This role offers the chance to lead a committed and dynamic team to develop and implement protection and advocacy in a challenging working environment;
- Good knowledge of political and cultural context, proactively seeking advice and support from colleagues;
- Good interpersonal skills and ability to establish and maintain effective working relations in a multi-cultural environment with sensitivity and respect for diversity, ability to deal with disputes and conflicts and to motivate for stronger efforts;
- Capacity to empower others to translate vision into results, being proactive in developing strategies to accomplish objectives, establishing and maintaining relationships with a broad range of people to understand needs and gain support, anticipates and resolves conflicts by pursuing mutually agreeable solutions, driving for change and improvements, showing the courage to take unpopular stands;
- Good communication skills (spoken and written), including ability to draft a variety of correspondence and other communications, summary reports, etc. Fluency in oral and written English is required and knowledge of Arabic and/or Hebrew would be an asset;
- Valid working permit / visa authorizing him/her to serve from WCC-EAPPI Jerusalem offices;

- Good level of computer literacy (standard MS office application such as Word, Excel and PowerPoint). Ability to communicate in a comfortable manner through social media tools like Facebook and Twitter.

DEADLINE FOR APPLICATION: 24th March 2019

Apply for this position by clicking on the following link:

<https://wcccoe.recruiterbox.com/jobs/fk0jrco>

ABOUT HUMAN RESOURCES AT THE WCC:

The WCC is an equal opportunity employer. The sole criteria for recruitment, training and career opportunities are qualification, skills, experience and performance to all its staff members.