Job Announcement
Program Manager Environmental Justice

Heinrich Böll Foundation, the German Green Foundation is currently offering a position in its Middle East Office (lb.boell.org) in Beirut:

Position: Program Manager at Heinrich Böll Foundation’s Middle East office in Beirut  
Working Time: full time, 40 hours per week

Starting Date: 15.05.2021

Duties include:
• Assume overall responsibility for the hbs’ Environmental Justice program component focusing on ecology and energy politics in the region including development, planning and implementing the program in consultation with the Head of Office.
• Explore, plan and implement project ideas in cooperation with local, regional and international partners
• Review project proposals; prepare budgets and monitor projects, develop capacity building and other support for partners
• Give input and assistance to projects related to the region handled by other hbs offices
• Provide reports and analysis about relevant developments
• Establish and maintain liaison with partner organizations throughout the region, networking
• Undertake specific literature review, policy research and writing assignments in order to contribute to the production of strategic planning documents
• Content support for the office website and publications

Candidates should have the following qualifications:
• Academic degree in Environmental Sciences / Environmental Politics or related field
• Excellent grasp of ecology, climate change and energy politics in the region
• Extensive knowledge in program planning, implementation and administration
• Work experience with NGOs from the region
• Demonstrated ability to function independently within a broad framework, conceptualize programs in a creative manner and interact with individuals and non-governmental as well as governmental institutions in a professional way
• English and Arabic proficiency in written and oral communication required, German/French an asset. Good computer skills.
• Ability to travel

Please send a resume of no more than 2 pages and letter of interest using the subject line PM Ecology 2021 no later than 14 April 2021 to the following Email: gregor.enste@lb.boell.org