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: 01/06/2021

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 25 April 2021 to the following Email: gregor.enste@lb.boell.org