



VACANCY

Project Manager - IRAQ

Position Title: Project Manager

Location: Erbil/ Kurdistan Region of Iraq (KRI), Mosul/ Hamdaniya district (Iraq)

Duration: 10 months from January 2021

Closing date: December 27th, 2020

Starting date: Beginning of January 2021

Context

Un Ponte Per (UPP) is an NGO established in 1991. It has started its activities as “Un ponte per Baghdad”, right after the end of the war in Iraq, with the aim of organizing solidarity initiatives in favour of the Iraqi civil society. Later on, the intervention of Un Ponte Per started including Serbia and other Middle Eastern and Mediterranean countries. The NGO mission is to prevent new conflicts, protect human rights and support civil society, especially in the Middle East, through humanitarian and development programs, always supporting the local civil society. UPP is active in Iraq since 1991 and is regularly registered at National and Kurdistan Region levels. The main UPP offices in Iraq are in Erbil and Baghdad.

This project, funded by AICS, enters in its third phase and aims at strengthening the national health system in providing Mental Health, Psycho Social Support and Maternal & Child Health services for the communities of Nineveh Governorate.

Learn more at: www.unponteper.it

ROLE AND RESPONSIBILITY

Project management and implementation

- Implementing the project activities as per the project documents, with particular reference to the intervention budget and the chronogram of activities.
- Ensuring the highest quality of the intervention and adherence to international standards.
- Providing overall budget monitoring, financial management and expenses control for the project activities, including compliance with minimum UPP and donor requirements, with the support of the HQ administrative office.
- Provide input for monthly, quarterly, interim, and annual donor reports as well as ad hoc donor requests.
- Supervising the on-site performance of planning, implementation and monitoring of project activities, ensuring that they are compatible with UPP procedures and donor guidelines.
- Maintaining regular coordination with the Italian Agency for Development Cooperation (AICS), supporting proposal development for the growth of UPP Health and Protection programme and feeding in into country-wide strategy development.

Un Ponte Per | UPP - Humanitarian Organization – NGO

Headquarter: Via Angelo Poliziano 18-20-22, 00184 Rome – Italy

ph. +39 06 44 70 2906 - e-mail: info@unponteper.it - web site: www.unponteper.it

NGO: AICS Decree n° 2016/337/000281/5 – VAT n°: IT 04734481007

Bank current account: IT52 R050 1803 2000 0000 0100 790 - SWIFT: CCRTIT2T84A -Account name: Un ponte per



- Implementing visibility and communication actions of the project, liaising with the communication office in HQ and at mission level, and with the donor.
- Representing UPP in clusters meetings and other relevant meetings with partner organizations, donors, and government stakeholders.

Essential requirements

- University degree preferably in relevant subjects (Humanitarian Affairs, International Development, Public Health, International Relations);
- At least 2 years of responsibility in international cooperation projects;
- Knowledge of the guidelines, including administrative procedures, of the major funding bodies (MAE, EU, ECHO, UN, etc.);
- Excellent command and understanding of the project life cycle management from need assessment to evaluation;
- Proven capacities to plan activities successfully targeting results and objectives;
- Previous experience working under pressure and/or in hardship duty station;
- Team working skills and proactive attitude;
- Excellent knowledge of Italian and English;
- Excellent knowledge of IT tools (Word, Excel, Power Point, Outlook).

Desirable requirements:

- Knowledge of the Middle East context and relevant local actors;
- Previous work experience in AICS funded projects;
- Written and spoken Arabic language;

HOW TO APPLY: Interested candidates are invited to submit a detailed CV, a brief cover letter to address the requirements above and contact information for two professional references to: vacancy@unponteper.it . Please reference: "PM AICS IRAQ_name_surname" in the subject line of your email application. Only shortlisted candidates will be contacted.