



Regional Support for GPPAC West Africa, Eastern and Central Africa, Middle East and North Africa

Starting date	March 2021
Duration	Commission agreement March - June 2021, with the intention to extend
Location	Candidate ideally be based in Lebanon, Tunisia or Morocco
Deadline	3 March 2021

About GPPAC

The GPPAC Foundation is a non-governmental organisation that promotes conflict prevention and peacebuilding strategies and supports and connects people working for peace worldwide. It is the Global Secretariat of the Global Partnership for the Prevention of Armed Conflict (GPPAC), a network of civil society organisations working in this field.

We facilitate connections between network members for learning and knowledge exchange, and we work to make sure that the voices of local civil society organisations are heard in national and international policy arenas.

GPPAC seeks to build a new international consensus on the way in which we approach violent conflict, calling for a fundamental change: a shift from reaction to prevention. For more information see: www.gppac.net

About the assignment

The assignment is to contribute to the core task of the GPPAC Regional Support team of strengthening the GPPAC network at all levels, and enhancing the work of GPPAC's members, both individually and collectively. In particular, support our members and their work in GPPAC's West Africa, Eastern and Central Africa, Middle East and North Africa regions.

Core of the assignment

- Streamline communications between the regional networks and the Global Secretariat.
- Fundraising.
- Support members in developing and carrying out their GPPAC regional work plan.
- Support strategic planning.
- Identify new opportunities for the regions.
- External Communications.

Deliverables

- Act as the designated point of contact in the Global Secretariat for the West Africa, Eastern and Central Africa, Middle East and North Africa regional networks.
- Identify and utilise opportunities in and outside the network for regional funding, advocacy, network development and capacity development.
- Support regional networks in developing their five-year strategic plans, each region's plan to be final by May. Preparatory work has already taken place.
- Support regional networks in developing funding proposals and concept notes, with at least one concept note complete or funding application submitted per region by June.
- Support regional networks in reporting on their activities, outputs and outcomes - where needed
- Identify capacity building and technical support needs in the region with respect to the content of the members' work, PME and fundraising.
- Support regional network development



- Identify and develop stories from the regions and members to highlight in our external communications.

Work relations

You will report to the manager of the Regional Support team at GPPAC's Global Secretariat in The Hague, the Netherlands and are expected to take part in (most) weekly team meetings of the Regional Support Team. These meetings are taking place online at 11am CET on Mondays.

You will work with GPPAC members in their regions, and the Global Secretariat in matters relating to those regions. Your key counterparts in the regional networks will be the Regional Secretariats: CECORE in Uganda for Eastern and Central Africa, Permanent Peace Movement in Lebanon for MENA, and a new Regional Secretariat for West Africa, to be elected by the members in early February.

Ideal candidate

You are knowledgeable about civil society and the political and conflict situations in West Africa, Eastern and Central Africa, Middle East and North Africa. You are service-oriented, have strong organisational, writing, networking and communications skills.

Requirements

- University degree in development studies, conflict studies, or a related field with 3-5 years experience in similar roles.
- Required: Fluency in professional English, French and Arabic - applicants who do not meet this requirement will not be considered.
- Good communication, intercultural communication and relationship-building skills.
- Experience with fundraising, monitoring and evaluation.
- Experience with advocacy is a plus.
- Project/programme management experience in conflict prevention and peacebuilding or a related field.

Location

- You should ideally be based in Lebanon, Tunisia or Morocco. If you are based in another country in Eastern, Central or West Africa, please send an e-mail to [c.crockett\[at\]gppac.net](mailto:c.crockett[at]gppac.net) to check eligibility before applying.

Commission agreement

You shall enter into a commission agreement with a fixed number of hours and hourly rate. Dutch law applies to this agreement and all related matters. No per diem or lodging is offered and you are responsible for providing computer, internet connection, and phone services at your own expense. GPPAC will provide a GPPAC email address which shall be used for all communications related to this assignment.

Please send your cover letter explaining your interest and qualifications, accompanied by a CV **no later than 3 March 2021**, by email to [recruitment\[at\]gppac.net](mailto:recruitment[at]gppac.net). Interviews will take place in the week of 8 March, and will include a conversational language check for French and Arabic either during or shortly after the interview.