

The PATRIP Foundation is looking for a
Director, Member of the Board (m/f/d)
in Frankfurt am Main / Germany.

The **PATRIP Foundation** is a charitable, non-profit-making institution, set up by the German KfW Development Bank on behalf of the German Federal Foreign Office in 2011. The PATRIP Foundation's overall goal is to contribute to **stability in fragile regions**, where we work together with trusted national and international NGOs as implementing partners to support border communities facing challenges of isolation, violence, and poverty. We currently work in 6 countries in **West Africa** (Burkina Faso, Mali, Benin, Togo, Ivory Coast, Ghana) as well as in 5 countries in **Central Asia** (Tajikistan, Kyrgyzstan, Uzbekistan, Afghanistan and Pakistan). Intervention areas can change in line with the strategic development of the Foundation.

Our projects aim at both the strengthening of social cohesion through dialogue and conflict resolution, as well as at the access to basic services by constructing or rehabilitating community infrastructure, particularly benefitting youth and women and adapted to climate change.

For more information, we invite you to have a look on our website: www.patrip.org

Our offer

- Lead the organisational development of a growing institution;
- Be part of a small and dynamic team;
- Enjoy fair and flexible working conditions including part time options, home office and training opportunities;
- Work in a multi-cultural context including travelling.

We are seeking an **organized and passionate Member of the Board of Directors** who actively contributes to the ongoing and sustainable fulfilment of the Foundation's purpose. The new board member is expected to lead the Foundation's operations from fundraising and donor relations to programme implementation, including the organisational and strategic development of the Foundation, in cooperation with his fellow board member(s). The responsibilities of the board are to be divided depending on the respective individual experiences and skills.

The entire board is supported by a dedicated team of currently 6 Programme Managers, a Finance and Administration Manager and an Assistant to the board. The board manages the day-to-day operations of the Foundation and reports to the Supervisory board representing the Foundation's donors.

Expected starting date

- Latest **01.09.2024**

Tasks and responsibilities

- Lead the programme development and monitoring in cooperation with the respective Programme Managers;
- Fundraising with and submission of financing proposals to donors as well as related contract negotiations; maintaining donor relations;
- Preparation and monitoring of the annual budget for the Foundation's

internal operations and financial/
disbursement management;

- Collaboration with tax advisors and auditors in the preparation of the annual financial statements and audit;
- Advance the strategic development of the Foundation;
- Staff management of the Foundation and management of external consultants.

Application

If you are interested in this position we are looking forward to receiving the following documents:

- **Letter of motivation**
- **CV** (max. 3 pages)
- **Relevant diplomas and reference letters**

Your letter of motivation should address the following points:

- What do you **expect** from the position?
- What are your particular **strengths** for the position as a board member of the Foundation?
- State your possible **starting date** and **salary expectations**.



Your profile

- Master's degree in a relevant **academic background** (international cooperation, conflict prevention and peace building, political science, legal, etc.)
- Minimum of **7 years of professional experience** in development cooperation and/or humanitarian aid (NGO, donor institution, consulting business). **Experience in the field** is an asset.
- Several years of experience in the **management of programs in fragile countries** with foundations or organizations in the field of international development cooperation.
- Proven experience in **programme development** (including the design of theories of change/logical frameworks) and project monitoring.
- Experience in the **organisational development** of a similar institution and **leadership** experience are assets.
- Readiness to travel to **fragile regions**.
- Language skills: **German and English** as working languages, with **French** being an important asset.
- **Computer literacy** (MS Office) incl. experience with online collaboration tools (MS teams) and online seminars.
- High **motivation and initiative**, excellent **self-organisation**, strong written and oral communication skills, **intercultural competence**.

Please send the required documents in English via email at the latest by **26 March 2024** to the following address: alexander.bohr@patrip.org

Shortlisted candidates will be invited to an interview, possibly by video/phone conference.

Please note that only shortlisted candidates will be contacted.