

swisspeace is a practice-oriented peace research institute. It analyses the causes of violent conflicts and develops strategies for their peaceful transformation. swisspeace contributes to the improvement of conflict prevention and conflict transformation by producing innovative research, shaping discourses on international peace policy, developing and applying new peacebuilding tools and methodologies, supporting and advising other peace actors, as well as by providing and facilitating spaces for analysis, discussion, critical reflection and learning.

To reinforce its Policy and Platform Program, swisspeace is looking for a

Program Officer (80-100%)

Starting date: 1 November (or by agreement).

The swisspeace Policy and Platform Program creates space for peacebuilding practitioners and partners from different fields of international cooperation to support transformative thinking and action for change. The objective is to develop strategic alternatives, policy recommendations and joint initiatives for peace. Prominent initiatives are the Basel Peace Forum, the Swiss platform for peacebuilding (KOFF) and the Swiss parliamentary group on peacebuilding.

Your tasks:

- Contributing to swisspeace's work in regard to innovation, peace policy, and networking
- Contribute to shaping and organizing the Basel Peace Forum
- Initiate and organize other innovation, policy, and networking related events
- Working closely with peacebuilding and other international cooperation actors in Switzerland and internationally
- Acquire and manage new peacebuilding projects and mandates
- Contribute to swisspeace training courses

Your profile:

- Innovative and creative personality
- Strong interest in peacebuilding policy and networking processes
- 3-5 years of experience in peacebuilding or in another international policy field
- Well acquainted with Swiss and international peace policy debates
- Good network in the peacebuilding and international cooperation field
- Masters' degree in a relevant discipline
- Excellent spoken and written English, fluency in German and French are assets
- Ability to work independently
- Availability to travel, including to conflict countries

Our offer:

- Good working conditions, flexible office hours and an attractive work place in the heart of Bern
- A challenging job in an attractive field of work with political relevance
- A positive working atmosphere in a dynamic and international team

We look forward to receiving your complete application in English, including motivation letter, CV, work certificates, and diplomas by 22 October 2017.

Please send your application to jobs@swisspeace.ch mentioning 'Program Officer Policy and Platform' in the subject line. More information can be found at www.swisspeace.ch or received via phone at +41 31 330 12 12.