

Terms of Reference: Senior Programme Manager - Process Design, Capacity Strengthening and Facilitation

Conductive Space for Peace is looking for a Senior Programme Manager to play a key role convening for enabling local leadership by leading in designing methodologies, developing processes and facilitating learning, reflective and reimagining spaces with diverse actors.

Location: Home based with travel to Copenhagen, Denmark and any other location as required by the tasks

Application deadline: 27th, January 2023

Starting date: 1st April or as soon as possible

Duration: 1-year initial contract with possibility of extension

[Conductive Space for Peace](#) (CSP) is recruiting a new senior staff member to support our work in changing the international peacebuilding and development system to better enabling local leadership and equitable partnerships. The Senior Programme Manager will play a key role in CSP's workshops, convenings, learning events and its upcoming Reimagining Global Peacebuilding initiative. The staff member will also be supporting internal learning processes of the organisation.

CSP strives to embody the change that we pursue, which means that we hold equity at the core of our engagement and ways of working. We seek diversity, equity, and inclusion within our own organisation and within the broader institutional framework with which we engage. This means, among other things, that we do not demand any staff member to be based in Denmark or speak Danish unless required for the tasks and roles. This position does not require to be based in Denmark, as such, CSP is actively seeking applications globally from those who meet the requirements mentioned below. For this position we are seeking a new colleague who has lived experience from countries that have experienced violent conflict.

The new senior staff member of CSP will refer to the Co-Director on Organisational Leadership and will work closely with the rest of the team. Other members of the team are Strategic Engagement & Analysis Manager, Programme Officer, Programme Assistant, and Co-Directors. As CSP is a non-hierarchical organisation everyone collaborates with one another to develop and deliver on the mandate and tasks of CSP with reference to competencies rather than position and title.

Tasks and roles

The tasks and roles will include the following and the experience and competences, and the ability to meet these is a key part of the recruitment process:

- Lead on design and implementation of workshops and learning spaces with INGOs and local organisation both online and in-person using creative, innovative, transformative methods, in collaboration with the team and sometimes external consultants.
- Serve as a core member of the facilitation team of CSP's upcoming Global Reimagining initiative with innovative, strategic, and visionary change agents to create space for them to reimagine and develop building blocks towards future global spaces and infrastructures for peace and equity.
- Design, plan and (co-)lead learning and sharing spaces with funders, partners, participants in activities and within the team.
- Engage in implementation of processes of accompanying organisational change in particular with and among INGOs based on CSP's innovative methodologies and approaches.
- Contribute to and sometimes lead on programme development, fundraising, and reporting in collaboration with the rest of the team.

It should be noted that, as CSP works in a non-hierarchical and team-based manner, it is unlikely that any of the tasks mentioned above will be done without collaboration across the team. This of course depends on the tasks and the roles and responsibilities of other team members.

Qualifications, previous experiences, and personal competences

The Senior Programme Manager is an innovative change maker who can think 'out of the box' and participate in developing new ways of working in the international system for support to peace and development. Our new colleague will know the current international system well and will have experienced how it is working either from positions within and/or from other direct engagement. You are concerned about its current mechanisms and practices that may not support local civil society actors as well as it could. In fact, you will likely have experienced the current system for support to local actors dysfunctionalities and that there is a need to decolonise aid. You will be guided by key values and principles particularly, equity and reciprocity that is at the core of all our work and engagement externally and internally in the organisation. You have a broad network within the peacebuilding and development fields and possibly also connected to very different professions and fields that can inspire new global infrastructures and space for peace and development.

The Senior Programme Manager should hold qualifications, experiences and competencies relevant for this position including the following:

- Ten to fifteen years of relevant work experience.
- Extensive experience working in or with international organisations such as INGOs, bilateral donors, private foundations, the UN, on peacebuilding and/or development.
- Experience and competence in designing and delivering capacity building, training, learning initiatives with diverse groups of actors and organisations.
- Strong facilitation skills with diverse actors with the ability to create conducive and safe spaces on-line and in-person for mutual learning and action.
- Experience using creative, innovative and transformative design methodologies and facilitation.
- Experience developing and implementing processes of accompanying small teams of international actors to transition from ideas to action in enabling local leadership and to develop future global spaces and infrastructures for peace.
- Lived experience and experience working in fragile and conflict affected contexts with nuanced understanding of the needs and challenges faced by local civil society organisations.
- Strong understanding of learning outcomes and experience of facilitating learning processes internally with teams and externally.
- Strong planning and project management skills to lead the initiatives, with the support of other team members.
- Strong analytical skills and strategic thinking based on sensing, learning and analysis.
- Fluency in written and spoken English is essential. Proficiency in Arabic, French or Spanish is an advantage.
- Openness to working in a team with different nationalities and locations, and to taking on a variety of tasks as they emerge.
- Ability to work independently, but also in a team.
- Availability to travel including to Denmark or other locations for team meetings and other types of convenings.

Terms of the position

The position is home based with travel to Denmark and elsewhere as required, with an average of 37 hours of work per week. There will be flexibility in work hours and location as is the general policy and practice for all staff.

Further Information

Further information about the position can be obtained by contacting Mie@conducivespace.org



To Apply

Please submit a one-page motivation letter and your CV to apply@conducivespace.org no later than 23:59 on **27th January 2023**. Please write 'Senior Programme Manager' in the subject line of the email. Interviews will be conducted in early February.

About CSP

CSP is an international NGO registered in Denmark, with approximately 5-8 staff members at any given time. The organisation's mission is to transform the global peacebuilding and development system to better enable local leadership and equitable partnerships. CSP works as a connector and accompanier, taking forward innovative initiatives for change through network and community building, training, accompaniment of organisations in their internal change processes, and reimagining a new international system that is fit for promoting sustainable peace in a radically changing global context. The approach of CSP to systems change is guided by our various think pieces/publications such as Chains of Influence Framework, Global System in Flux, and the Dragonfly Model. For additional general information about CSP see our latest publications here. As we are currently in the process of finalising our new strategy for 2023 to 2025, you will be able to read this only through contacting us directly.

At Conductive Space for Peace we are committed to creating an inclusive and positive work environment based on mutual respect for all employees and our partners. All applicants are considered for employment without attention to race, age, ability, ethnicity, nationality, religion, gender identity, sexual orientation, marital status, or any other factor.