

Job Advertisement - ADRA Norway

ADRA Norway (Adventist Development and Relief Agency) is the development and humanitarian agency of the Adventist Church and is a part of the global ADRA network present in 120 countries. ADRA Norway's programmes focus on inclusive education and lifelong learning for children, youth and women with emphasis on improved quality of life and job opportunities.

www.adranorge.no; www.facebook.com/ADRAvenn

Education Program Advisor

The Education Program Advisor will provide strategic and technical leadership to ensure quality and results in education programs. Main responsibilities of the Education Program Advisor are to:

- Provide technical support and training for the ADRA Norway programs team, partner organizations, and field program staff.
- Monitor program implementation, including field visits, to ensure relevant participation of all stakeholders, protection and inclusion of vulnerable groups, and achievement of objectives and targets.
- Ensure adherence to budgets and financial/procurement policies and manage necessary budget revisions in collaboration with finance officers.
- Build and maintain relationships with internal and external partners/stakeholders for enhanced learning, collaboration and sustainability.
- Organize learning processes and operational research to ensure evidence building and program improvement.
- Follow up on and communicate results and evaluations, internally and externally.
- Lead the process of developing new programs to ensure relevance and quality.
- Manage external consultancies for programs, including terms of reference and reports.
- Represent ADRA Norway in various meetings with partners and external stakeholder, including ministry of education, UN agencies, education coordination groups and key donors.

Required qualifications and skills:

- University degree, preferably in education, pedagogy, technical and vocational education and training (TVET), international education, or similar
- Relevant education and/or experience in at least one of the three areas mentioned below:
 - Primary and/or secondary education
 - TVET and partnerships with private sector
 - Inclusion of vulnerable children such as children with disabilities, out-of-school children, etc.
- At least 3 years of relevant experience
- Analytical skills and ability to create and implement plans according to objectives and strategic priorities
- Strong communication and networking skills
- Excellent written and verbal communication skills in English and Norwegian (or any of the Scandinavian languages)
- Flexibility and willingness to put in extra efforts to meet deadlines

The following skills/experience are an advantage:

- Experience with project/program planning and writing proposals and reports
- French language skills
- Cross-cultural experience and previous work in or with one of ADRA Norway partner countries

We offer:

- A full time position as Education Program Advisor of ADRA Norway starting October 1st, 2020.
- An interesting international working environment.
- A broad variety of tasks and responsibilities, and flexible work time.

Applicants must identify with and convey ADRA Norway's mission and values. Remuneration according to the wage regulation of the Seventh-day Adventist Church in Norway.

Application deadline: 31 August 2020

Send a written application with CV and references to:
ADRA Norge, v/Programsjef Elidon Bardhi, Postboks 124, 3529 Røyse,
or to elidon.bardhi@adranorge.no, and a copy to birgit.philipsen@adranorge.no.

ADRA reserves the right to contact other candidates besides the applicants.
For more information, please contact: elidon.bardhi@adranorge.no.