**Job Description**

**Project Manager**

**in the field of Anti-Corruption**

**Support to Ukraine’s anti-corruption institutions**

**Anti-Corruption Initiative in Ukraine (EUACI)**

The EUACI is looking for a Project Manager in the field of Anti-Corruption within the Program’s Intervention Area 1 *Capacity development of Anti-corruption Institutions*.

At the EUACI, we are making a difference in preventing and fighting corruption in Ukraine. We are working with the main anti-corruption stakeholders, namely the government and the parliament, the anti-corruption institutions, the Ministry and Agency of Restoration, and civil society and media. We provide strategic capacity building, institutional and legislative support. We are bringing the best international anti-corruption expertise to Ukraine.

If you comply with the conditions below and want to be part of a fascinating workplace with dedicated and hardworking colleagues eager to contribute to an even better society with less corruption then send us your application to [euaci@um.dk](mailto:euaci@um.dk) before *close of business* ***on 4 October 2024****.*

**The EUACI**

The EUACI is a joint EU and Government of Denmark financed programme aimed at supporting Ukraine in its efforts to reduce corruption at the national and local level through the empowerment of citizens, civil society and state institutions. The EUACI strategic objectives are that: corruption in Ukraine is reduced; Ukraine advances with anti-corruption reform; and reconstruction in war-affected areas of Ukraine is implemented within a framework that incorporates transparency, accountability and integrity.

The EUACI has four intervention areas, namely:

* Support to independent state institutions fighting and preventing corruption;
* Transparency and accountability of the reconstruction process;
* Support cities in war-affected areas in enhancing integrity in the reconstruction process;
* Civil society and media in preventing and fighting corruption.

**The Position**

**Title:** Project Manager in the field of Anti-Corruption.

**Place of service:** the EUACI office in Kyiv.

**What we offer:** A full time labour contract with the Embassy of Denmark until the end of EUACI phase III (April 2027).

**Conditions:** A salary according to qualifications and embassy staff policy and a benefit package as for embassy staff, including performance bonus, health insurance and five weeks of paid vacation. A modern and comfortable office in the Kyiv central area.

**Reporting and accountability:** The Project Manager will work in a team of five staff members and a group of external consultants, led by the Team Leader of Intervention Area 1, with active cooperation with the Deputy Head and the Head of the Programme (Programme’s leadership).

**Area of Responsibility**

The Project Manager will work within the intervention area: Support to independent state institutions fighting and preventing corruption (Intervention Area 1). This area will focus on supporting anti-corruption reforms and infrastructure in Ukraine. The Project Manager will be responsible for capacity building of key partners of the Program, namely the National Anti-Corruption Bureau (NABU) and the Special Anti-Corruption Prosecutors Office (SAPO). Occasional support may be provided to other institutions if this is assessed as relevant to achieve the Programme’s strategic objectives. The Project Manager, supported by the Team Leader, is expected to follow a holistic capacity development approach, which is aimed at strengthening the targeted institutions where their needs are greatest and help create lasting institutional changes aligned with the institutions’ mandate and aspirations.

The successful candidate will:

* Be responsible for the EUACI’s engagement with primarily NABU and SAPO and take the lead in capacity building activities and other activities, for instance analytical, legal and institutional processes, as part of EUACI’s engagement.
* Contribute to synergy between the project management work and EUACI’s legal and policy work.
* Contribute to identifying, preparing, processing, procuring, ensuring implementation, and monitoring of capacity development activities.
* Facilitate strategic capacity building planning.
* Ensure the project management of capacity development activities is in accordance with the Programme’s work plan and agreements with beneficiary institutions, or upon grounded ad-hoc requests of the latter. The activities commonly include training, seminars, IT-projects, institutional support, international exchanges, tailored consultancy assignments, etc. with the engagement of national *and* international expertise.
* Prepare and closely review procurement documents regarding the services commissioned from anti-corruption experts together with the EUACI administrative team to ensure they comply with the policies and procedures of the Ministry of Foreign Affairs of Denmark.
* Ensure timely submission and receipt of agreed reports and documentation to the EUACI from service providers (engaged experts, contractors, etc.).
* Contribute to reporting and documenting EUACI activities and their impact for beneficiary institutions and the anti-corruption infrastructure of the country.
* Ensure project management of mandatory official procedures of beneficiary institutions, such as open competitions for leadership vacant positions, commissioning external audits, etc.
* Represent the EUACI at Programme events, meetings with donors, UN agencies, and other implementing organisations, meetings with beneficiaries within the scope of Project Manager’s work.
* Perform other duties as agreed with the Team Leader and Programme leadership.

**Requested Profile/Qualifications**

Key qualifications:

* University degree in public administration, economics, law, social sciences or related field.
* At least 5 years of project management and/or capacity building experience, preferably in the anti-corruption field.
* Experience of working with or being part of government agencies and/or international organisations in the following areas: rule of law, anti-corruption, public sector capacity development, or related area.
* Excellent English and Ukrainian language written and verbal communication skills.
* Excellent team player skills with the ability to identify and communicate necessary improvements, make recommendations, and implement change.
* Excellent interpersonal skills accompanied by a flexible and entrepreneurial spirit.
* The ability to work under tight deadlines.
* Keen sense of ethics, integrity, and credibility.

**Deadline for applications:**

Interested candidates should submit their **CV** and **motivation letters** to [**euaci@um.dk**](mailto:euaci@um.dk)**before close of business on 4 October 2024**. In your application, please write in the email subject “Application: Project Manager in the field of Anti-Corruption (Intervention area 1)”.