

As a leader in development consultancy, GOPA Worldwide Consultants implements projects in developing and transition economies on behalf of national and international development partners, national authorities, industry representatives and civil society organisations. We understand that behind each development project there is a human story. For this reason, our people-centred approach ensures that the projects we implement deliver the best possible outcome in terms of socially-inclusive growth and poverty reduction, and have a sustainable and measurable impact on people's lives.

To strengthen our team in our Governance and Economic Development Department, we are looking for a

## Project Manager (m/f/d)

to start as soon as possible based at our headquarters in Bad Homburg (near Frankfurt am Main) or working remotely.

Are you looking for an international working environment and enjoy working in a multicultural team with flat hierarchies? Do you have a good sense for people and can convince others? If so, come join our team!

As Project Manager you are responsible both for the acquisition of new projects and for the implementation and the backstopping of on-going projects in the field of Governance and Economic Development. We have a broad portfolio and are interested in candidates who have experience in public policies, public financial management, public administration reform, decentralisation, local development, private sector development and/or international trade. Besides the work in our headquarters, you will travel abroad regularly for project set-ups, backstopping missions and/or short-term expert assignments.

We are flexible too on your level of experience and are open to hiring junior project managers eager to progress in their careers as well as more experienced professionals who are looking for something new.

### Your tasks:

- You identify project opportunities and contribute to strategic business development in the department.
- You manage and coordinate the acquisition process. This includes conducting early intelligence and fact-finding, forming consortia, drafting technical concepts and proposal methodologies, preparing project budgets, identifying suitable experts, and negotiating fees and project shares.
- You monitor project activities on site. This includes monitoring the project progress, ensuring compliance with formal specifications and procedures, supervising and managing project staff and resources.
- You exchange with clients, beneficiaries, consortium partners and experts during project implementation

### What we offer:

- **Team & culture:** You will join dynamic, multi-cultural and multilingual team members who enjoy working together and who support each other.
- **Responsibility:** You join a company committed to being environmentally responsible wherever we operate.
- **Development:** Our annual career development and performance review process will help you to set clearly defined goals and objectives. As a new employee, you will be part of a mentorship system.
- **Location:** GOPA is located close to Bad Homburg's railway station, enabling quick and easy access to Frankfurt's cultural activities and events.
- **Fringe benefits:** GOPA offers an RMV job ticket and job-bike leasing, as well as subsidies for a fitness studio and day care for your children, to mention a few.
- **Flexibility:** We enable flexible work arrangements, including flexible working hours, mobile or telework.

**Your profile:**

- You have post-graduate academic degree in the fields related to either public policies, public financial management, public administration reform, decentralisation and/or local development; or private sector development and/or international trade.
- You have very good language skills in English, both written and spoken. One or more of German, French or Spanish language skills are highly considered
- You have a minimum of 2 years' experience for a more junior hire, but perhaps as much as 7 years' experience as a more established professional
- International experience, gained through work experience in developing countries or economies in transition is a strong asset
- Prior experience in coordinating or managing development cooperation projects with multilateral or bilateral donors, and familiarity with donor procedures and requirements.
- Experience in drafting concept notes and technical methodologies, preparing project budgets, and/or participating in calls for tenders.
- Prior experience in either public policies, public financial management, public administration reform, decentralisation and/or local development; or private sector development and/or international trade.
- You have the ability to use your communication skills to interact with multi-national teams, project beneficiaries and clients across different time zones.
- You have the ability to prioritise actions and tasks and meeting tight deadlines.

We are looking forward to receiving your online application, including your possible commencement date and salary expectation. You can apply directly by following this link: <https://gopaworldwide.jobs.personio.com/job/1591486>