

Nordic Development Fund (NDF) is seeking a

## **Program Manager**

**NORDIC DEVELOPMENT FUND (NDF)** is a multilateral development finance institution established in 1989 by the Nordic countries - Denmark, Finland, Iceland, Norway, and Sweden. NDF provides financing to climate change projects in low-income and middle-income countries.

NDF offers a position with challenging and varying tasks in a stimulating working environment in its office in central Helsinki. NDF offers a two-year contract with possibility for extension. The Program Manager will work as a member in the NDF operations team and report to the Vice President in charge of operations.

### **Tasks of the Program Manager**

The key tasks of the Program Manager include the following:

- Identification and preparation of project proposals for possible financing by NDF;
- Monitoring of the implementation of selected NDF-financed projects;
- Provision of advice and support for NDF's monitoring and evaluation activities including development of such activities;
- Participation in relevant outreach activities
- Any other duties as requested

The work is carried out in close cooperation with NDF's partner countries globally as well as with relevant co-financing agencies and other partners. The position requires a fair amount of travelling.

### **Qualifications**

- At least a Master's Degree in a relevant field;
- A minimum of five years of relevant experience in development finance or an international finance institution involving private sector-focused project design and management;
- Experience in environmental/climate change-focused projects including private sector-related projects and due diligence processes;
- Knowledge and experience from the areas of results management and program/project evaluation;
- Strong communication skills, including solid negotiation and interpersonal skills;
- Excellent oral and written command of English and solid working knowledge of one of the Scandinavian languages. Working knowledge of either French and/or Spanish is an advantage;
- Broader experience from working at the country level in low-income countries, particularly in Africa, is considered an advantage.

## **We offer**

- An interesting and inspiring working environment in an international organisation in the heart of Helsinki;
- An opportunity to work with and make a contribution to the Nordic countries' efforts related to climate change and development;
- The possibility to work closely together with experienced colleagues within different expert areas in development and climate change financing.

Expected starting date of the employment period is in late August/September 2018.

Additional information can be obtained from Leena Klossner, Vice President and Deputy Managing Director, telephone +358 10 618 002.

Application and CV together with a salary request should be submitted through the [NIB Recruitment System](#) **no later than 31 May 2018 at 16:00 Helsinki time.**