Student Assistant for Analysis & Accountability

Deadline:
06-12-2026

Contact Person:
Emil Andreas Risum Brøgger

Job Category:
Administration, Digitalisering, Humanitært arbejde

Position Type:
Deltid

Are you interested in using your analytical skills to support international humanitarian interventions – and are you looking for experience within the humanitarian sector? Do you have strong methodological and process management skills? Are you interested in applying what you are learning as part of your university degree to support the humanitarian work of the Danish Red Cross (DRC)? Then you might be our new Student Assistant in the Analysis & Accountability unit at DRC.

DRC works with National Societies in more than 20 countries across the world in Africa, Middle East and North Africa (MENA) and Europe and Asia to deliver more than 100 humanitarian interventions each year together with our National Society partners. We are looking for a student assistant to be part of the Analysis & Accountability (A&A) unit in the International Department in DRC's HQ in Copenhagen.

The Analysis & Accountability unit is responsible for ensuring that DRC's international is informed by data and evidence and adheres to core accountability standards. The unit is responsible for the monitoring, evaluation and learning function and leads the digital transformation of DRC's international operation and organisation. The unit maintain DRC's Core Humanitarian Standard and supports mainstreaming of program accountability. The unit is responsible for core accountability issues such as complaints handling, Code of Conduct, anti-corruption, environmental safeguarding and prevention of sexual exploitation abuse and harassment.

Your tasks

Your tasks will be focused on supporting the teams and staff in delivering on their priorities and objectives as well as supporting the day-to-day functioning of the unit including meeting and administrative support.

Your specific tasks could include:

- Supporting DRC's annual project and country reporting process
- Supporting digitalization initiatives of the international department including the Globus Project Handling System as well as the use of GenAI assistants.
- Supporting the cleaning, analysis and visualization of qualitative and quantitative data sets as needed, incl. creating and updating Power BI dashboards
- Supporting specific assessments, evaluations, studies, research and other analytical processes conducted at global, regional or country level
- Providing support to the management of key accountability areas in DRC including anti-corruption, counterterrorism sanctions mitigation measures, environmental safeguarding, Protection, Gender and Inclusion and Community Engagement and Accountability (CEA) and more.

Your profile

- You work independently, are action driven and enjoy working as part of a team
- You have excellent Excel skills, including use of basic formulas and pivot tables
- You have experience with data collection, analysis and presentation/visualization
- You are digitally savvy and enjoy finding solutions to work "smarter, not harder"
- You are excellent at coordination and communicating with a range of different stakeholders
- You are well structured, have an eye for detail, are thorough, resourceful, proactive, and flexible when necessary.
- You have excellent communication skills in English (written and verbal)

We offer

You will get the chance to gain first-hand experience of what it is like to work in an international humanitarian organization on a daily basis. You will learn about the Danish

Red Cross' international work and receive ongoing supervision and support by your colleagues in the Analysis & Accountability unit. At the same time, you will get the opportunity to apply what you are learning in your academic career in a challenging, yet inspiring setting

The Student Assistant position is expected to start in January 2027. The weekly hours will be 15, and the payment is according to the collective bargaining agreement with HK and AC.

How to apply

Submit your CV and a motivational letter (max 1 page) through our online system as soon as possible and no later than Thursday, December 6, 2026. We will revert back to all applicants within 4 weeks of the deadline for submission. Interviews are expected to be carried out in December.

If you have questions to the position, please contact Emil Risum Brøgger, Senior Advisor and Team Coordinator for Information Management and Digitalisation at emarb@rodekors.dk.