

# Disaster & Crisis Coordinator, Ethiopia

**Deadline:**  
18-05-2025

**Contact Person:**  
Anaïs Dufberg Suh

**Job Category:**  
Program/projektledelse, Humanitært arbejde

**Position Type:**  
Fuldtid

**Can you provide strategic and operational direction to the Danish Red Cross (DRC) Disaster Management and Emergency Response, and ensure quality and accountability of Red Cross response operations in Ethiopia? Then, this is a perfect opportunity for you!**

Ethiopia is going through a period of many complex developmental and humanitarian challenges and humanitarian needs have significantly increased the recent years. Conflict and climate shocks have led to new displacement, while many protracted internally displaced persons (IDPs) remain dependent on humanitarian assistance. The challenging security, protection and access situation continues to challenge people's access to essential services and lifesaving assistance.

DRC in Ethiopia is looking for a colleague who can contribute to the strengthening of Danish Red Cross' partnership and operational collaboration with Ethiopia Red Cross Society (ERCS), who are implementing all joint DRC/ERCS projects. As Disaster & Crisis Delegate you are, in close dialogue with ERCS and DRC Country manager, expected to lead humanitarian response operations, manage our ECHO projects – including ensuring progress, compliance, and impact jointly with the consortium lead, provide technical and strategic capacity building to ERCS' preparedness for response and especially within cash preparedness/interventions. In dialogue with ERCS project staff and Disaster Risk Management Unit, the Delegate will support general programme management, daily tasks regarding progress of projects, assessments of humanitarian needs, technical expertise, practical support and timely reporting.

As an integrated part of the DRC country office in Ethiopia, the Disaster & Crisis Delegate will be working closely with the Ethiopian Red Cross Society Disaster Management team.

The specific tasks will include the following (but not limited too):

- Support effective and efficient implementation by ERCS of all DRC funded projects on disaster preparedness, early warning, cash transfer and emergency response.
- Manage funding from all humanitarian donors, e.g. ECHO, Danish Ministry of Foreign Affairs, Red Cross/Crescent Movement partners, DRC own funds.
- Identify funding opportunities and develop project proposals.
- Support effective project management and efficient implementation by ERCS of DRC-funded projects in Ethiopia, as required, for all donor funded projects on Disaster Management, early warning, cash transfer and emergency response projects.
- Support ERCS and represent DRC in humanitarian funded consortia.
- Identify, develop, facilitate, and coordinate capacity-building initiatives for ERCS staff on Disaster Management (DM), project management, monitoring and reporting with the support of DM and HQ level.
- Support ERCS in developing/producing emergency appeals and projects for donor funding.
- Participate in relevant in-country, regional or global coordination meetings relevant for the DRC/ ERCS.
- Monitor resource allocation and budget utilization to help ERCS achieve a clear month-by-month overview of completed and planned project activities and spending.
- Provide advice and technical support to the ERCS teams managing the DRC supported projects, and to ERCS volunteers as appropriate, in DM and emergency response.
- Contribute to the design and operational coordination of Movement response through proactive communication and technical input with all relevant stakeholders, including ensuring constructive coordination between ERCS sectors/departments and other partner national societies.
- Provide technical input and support the development of key ERCS DM documents – such as policies, strategies, manuals, Standard Operational Procedures etc. - according to ERCS priorities.

## Experience and Qualifications

Required:

- Fluent in both written and spoken English language.
- Relevant bachelor's degree level qualification coupled with extensive professional experience in related field.

- Minimum of 5 years of relevant experience working in operations management and coordination in the field.
- A minimum of 3 years of proven field experience in working with international humanitarian work in fragile and conflict affected contexts preferably with managing cash operations.
- Minimum 1 year experience in humanitarian cash programming.
- Significant Project Cycle Management (PCM) and programme financial management experience.
- Proven experience with humanitarian donors, incl. ECHO and / or others
- Excellent communication, coordination and facilitation skills in culturally and politically sensitive environments.
- Ability to work independently, strong interpersonal skills and ability to drive and manage both small and large-scale humanitarian operations.

Preferred:

- Knowledge about the Red Cross/Red Crescent Movement, Disaster Management and other cross-cutting programmes within the RCRC.
- Valid international driver's licence.
- Working experience from Africa

**You will become part of the World's largest humanitarian organization**

#### **Your future workplace**

DRC has a Country Office based in ERCS's HQ in Addis Ababa. The office is currently comprised of a Country Manager, a Migration & Protection Delegate, a Disaster Management coordinator, a MHPSS Advisor and three local staff in Finance, Administration and Logistics. The DRC team sits with ERCS and works closely with the ERCS project staff to ensure that projects are managed well, and this entails hands on involvement in planning, design, implementation and reporting. The job requires regular travel to the field in Ethiopia. There is also extensive coordination with the other Red Cross Red Crescent Movement partners.

#### **Application, conditions and further information**

We look forward to receiving your application and CV no later than 18th of May 2025 21:59 CEST. Application and CV in English are accepted only through our online recruitment system.

Duty station is Addis Ababa, Ethiopia. You will refer to the Ethiopia Country Manager and be a central member of the Country Office team. You must expect frequent travel within Ethiopia and meeting activity that contains occasional work during the evenings or weekends. The position is spouse only and is a duty station with no R&R (rest and relaxation). The classification of R&R duty stations is revised yearly and is subject for change.

The ideal starting date is 1st of August 2025. There is a 3-month probationary period, and the total length of the contract is 12 months.

Please refer to the attached [Terms and Conditions](#) for information about annual leave, benefits, pension and insurances. In case you have any questions or might need more information please see further [Job Description \(link\)](#) or contact the Country Manager Mads

Østergaard [maost@rodekors.dk](mailto:maost@rodekors.dk).

We look forward hearing from you!