

CSSP Berlin Center for Integrative Mediation

Call for Application:

ALBANIA COUNTRY REPRESENTATIVE & PROGRAM MANAGER

WHO WE ARE

CSSP – Berlin Center for Integrative Mediation (CSSP) is a non-profit organisation founded in 2005 based on the “Lessons Learned” of Christian Schwarz-Schilling’s work as the International Mediator in Bosnia and Herzegovina (1995 – 2004). CSSP, with headquarters in Berlin, Germany, initiated its approaches in the Western Balkans and has extended its mediation outreach to other regions such as the Middle East and North Africa, South Asia, Eastern Europe and the Caucasus. We work in diverse teams of insider and outsider mediators and provide services and expertise in the context of mediation, political dialogue and mediation systems.

Upon the request of the Ministry of Justice, with the financial support of the Norwegian Ministry of Foreign Affairs first, and the Konrad Adenauer Stiftung after, CSSP was invited in 2019 to implement a project in partnership with the National Chamber of Mediators and the Albanian Foundation for Conflict Resolution, supporting the country in strengthening the mediation system.

We are currently approaching the implementation of the second phase of the Project "Expanding and Empowering the Mediation System in Albania", funded by the Austrian Development Agency, in partnership with NCM and AFCR, for the next three years.

DESCRIPTION OF THE ROLE

The Country Representative & Program Manager will be an international professional in charge of leading a 4+2 team in the implementation of the program, which represents the most substantial investment in the development of civil, commercial and juvenile mediation currently ongoing in Albania.

The activities in Albania will focus on conducting a national awareness campaign in support of mediation, providing capacity building and support to Albanian mediators, increasing the referral of cases to mediation and supporting the Ministry of Justice and other relevant actors in the development of policies and regulations in the mediation field.

As head of the CSSP branch in Albania, your main responsibility will be the strategic and empathetic leadership of a team of four persons at CSSP and two external partners to successfully implement this project together, regular coordination relation with the donor, the representation of CSSP’s interests in the country and supervise the administrative, bureaucratic and financial needs of the organization.

The position is a 90% part-time and is based in Tirana with regular backstopping in Berlin, starting as of February 2022 and funded until the February 2025. Tenure may be extended subject to a potential continuation of the program. The salary reflects a leading position in an international NGO.

Main duties and responsibilities:

- Planning, and implementation of the activities according to the program,

- Management of and support to the project team on a daily basis and regular backstopping with the Managing Director,
- Constant assessment of the mediation system and if needed suggesting potential adjustments in order to reach the intended impact,
- Building and maintaining an institutional network of actors specifically in the field of mediation and generally in the judicial field,
- Financial and administrative overview,
- Institutional relations with the donor (ADA) and regular reporting.

PROFILE

Mandatory:

- At least 5 years relevant work experience (managing projects with multiple stakeholders and partners in the peacebuilding, development or legal field),
- Experience in leading, uniting and motivating a diverse team,
- International work experience, preferably but not necessarily in Albania or other countries of the Western Balkans or other countries in EU pre-accession processes,
- Excellent verbal and written language skills in English,
- Experience in political work (at state, regional or municipal level),
- Very good social and communication competencies, especially in politically sensitive settings and networks with multiple actors.

Additional advantage / preferably:

- Good knowledge of mediation system(s), of the interaction between mediators, courts, prosecutors, social workers, clients and others,
- Ability to work in Albanian or committed to learn the language,
- Experiences working with partner organization,
- A mediation license/certificate and experience in providing training on mediation,
- Driving licence.

WHAT WE OFFER

- A challenging and exciting opportunity to substantially contribute to the development of a crucial sector in the justice system in a moment of great political interest and attention to the topic,
- An already established presence and office in the country,
- An opportunity for an active contribution to the field of integrative and peace mediation through CSSP and beyond the program,
- Possibility to network and cooperate with other international and national professionals, political actors and professionals working on governance and conflict transformation,
- Good working conditions based on German standards in the vibrant city Tirana,
- Inter-collegial support with experienced CSSP colleagues from Albania, the region and Berlin,
- A solid administrative and management support structure in Berlin,
- Space for contributions to the strategic development of the organisation,
- Potential opportunities within the organisation in addition to the current vacancy/position.

HOW TO APPLY

To apply, please send your application in English and PDF format, including: a) a cover letter, b) a CV and two references, to: Christoph Lüttmann email: cluettmann@cssp-mediation.org by **09.01.2022**.

Applications will be considered on a rolling basis. After a first round of interviews, shortlisted candidates will be invited for a second interview.

Many thanks for your interest and the time invested in your application.