



The office of the Konrad-Adenauer-Stiftung (KAS) Israel in Jerusalem is looking for a

## **FULL-TIME PROJECT MANAGER**

The Konrad-Adenauer-Stiftung e.V. is a German political foundation working globally towards the aim of advancing dialogue and cooperation between Germany and the respective country KAS operates in. KAS has been maintaining an office in Jerusalem since 1982. Our work in Israel aims to: foster Israel-German relations, move Israeli-European cooperation forward and to maintain & contribute to peaceful relations between Israel and its neighbors.

### **Job Description:**

- Planning, executing and evaluating various activities (e.g. conferences, workshops, graduate and information programs) organization in cooperation with project partners. Main Focus: Political system of Israel, Democracy, Democratic Resilience
- Collaboration with project partners, relevant stakeholders and political decision-makers in Israel and Germany
- Research, analyses and writing of comprehensive reports
- Financial administration of projects (preparation of expenditure plans, management of project budgets etc.)
- Contribution to public relations activities of the office, including the maintenance of the website and social media channels
- Participation in comprehensive project monitoring

### **What we are looking for:**

- Master's degree
- Language proficient in English and Hebrew, knowledge of German desirable
- Professional experience in project management
- Knowledge of empirical research
- In-depth knowledge of the Israeli political environment, regional developments and Israel's relations with the European Union, especially with Germany
- Interest in and identification with the aims of our work
- Excellent writing and analytical skills
- Independent, reliable and structured work conduct
- Willingness to commit to working in a team and to show initiative

### **We offer you:**

- Challenging and varied work in an international environment
- Working in a highly motivated and multicultural team
- Opportunities for further training

**Please forward a cover letter and CV by August 9<sup>th</sup> to [office.israel@kas.de](mailto:office.israel@kas.de)**

\*Applicants without Israeli citizenship must hold a work and residence permit (please attach a copy)