

Programme Manager Economy, Resources, and Environment

Full-time: 37,50 hours per week

Starting from August/September 2026

Competitive APS level 6 salary plus superannuation

To join the Regional Programme – Australia and the Pacific of the Konrad Adenauer Stiftung (KAS) based in Canberra.

About us

The Konrad Adenauer Stiftung (KAS) is a German political foundation and an internationally active Think Tank. Named after the first Chancellor of the Federal Republic of Germany, its mission is to promote international dialogue, regional integration, sustainable development, good governance and democratic processes, the social market economy, and the exchange of knowledge.

About the role

Reporting to the Director of KAS Australia and the Pacific and working within a small team in Canberra, the role involves programme management and thematic work in economic, resources, and environmental policy. The position also includes frequent travel and project implementation across the region.

Position Description

Primary duties and responsibilities include:

- Plan, conceptualise, budget, and implement - according to KAS' annual objectives - national, regional, and international seminars, conferences, and delegations' visits related to the Regional Programme's work in Australia and the Pacific;
- Conceptualise theme-focussed seminars, conferences, and delegations' trips to Germany and other EU member states;
- Stakeholder selection and engagement: ensure and manage the presence of key stakeholders and develop/brief them on their contributions;
- Report and follow-up on seminars and delegations' visits;
- Stakeholder relations and network building: establish and cultivate relations with partner parties and cooperation partners (Think tanks, government institutions, universities, etc) in the region, identify new cooperation partners, and establish engagement perimeters;
- Draft cooperation agreements, contracts for commissioned work, fee agreements, etc.;
- Draft regular programme funding applications for the relevant German ministries;
- Draft applications for additional project funding from the EU;
- Communicate funding/contract requirements and regulations to local partners;

- Monitor and evaluate the Regional Programme activities and Cooperations;
- Observe, analyse and report regularly on the current political, economic and social situation in Australia and the region; observe and analyse current developments in Europe and Germany for briefing local partners and stakeholders;
- Write internal and external seminar and policy reports about the Regional Programme's activities;
- Conduct research on the position's main topic areas (economy, resources and environmental policies and development) and communicate the results in written and spoken form (stakeholder meetings, briefings, conferences, etc.);
- Identify topics/areas of relevance, conceptualise and contribute to the Regional Programme's publications as (co-) author and editor;
- Publish academic articles and represent the Regional Programme in expert forums;
- Digital content contribution and social media: editorial responsibility for thematic content related to the position;
- Administrative and organisational duties related to the Regional Programme's activities.

What do you bring?

- A university degree (master's degree preferred) in Political Science, International Relations, Economics, or a related field;
- Demonstrated experience in project management or coordination, ideally in an international or policy-related context, with the ability to support delivery of projects within agreed timeframes and priorities;
- Sound analytical capability and the ability to contribute to the interpretation of policy developments in the areas of economic development, environmental policy, and resource-related issues;
- Strong communication and organisational skills, including the ability to prepare written outputs (e.g., briefings, reports) and engage with a range of stakeholders;
- Experience working with diverse stakeholders (e.g., government, academia, civil society, private sector), and the ability to build and maintain professional relationships;
- Demonstrated initiative and reliability, with the ability to work under general direction, manage competing priorities, and contribute to problem-solving;
- A structured, dependable, and team-oriented working style, with a focus on delivering high-quality outcomes;
- Experience using digital tools and platforms to support programme delivery and stakeholder engagement, including social media and website content management.
- Valid residence and work permit for Australia;

How To Apply

Interested and qualified applicants should submit their current Cover Letter and CV stating the position applied for to infoauspac@kas.de by 26 June 2026.