ISTITUTO OIKOS

International cooperation NGO based in Milan is looking for a

Cabo Delgado Provincial Coordinator

Istituto Oikos (www.istituto-oikos.org), founded in Milan in 1996, operates in Europe and in developing countries to promote the responsible management of natural resources and spread more sustainable lifestyles as tools for socio-economic development and poverty reduction. Vision: a future in which ecology, economy, and equity are integrated, reconciling the needs of humans and the environment. Mission: To contribute to conserving ecosystems by fostering development with professionalism, innovation, and participation. Istituto Oikos has been operating in Mozambique, and specifically in Cabo Delgado Province, since 2012 with natural resource conservation and management programmes. Istituto Oikos has a PSEA policy that the selected candidate will be required to respect and promote.

Position Offered: Provincial Coordinator (Based in Pemba, Mozambique)
Contract Type: CO.CO.CO. *(Independent Contractor / Collaborazione Coordinata e Continuativa)*
Salary and Classification Level: between €3,000 and €3,400 (gross monthly) to be defined based on work experience and qualifications
Duration: 1 year, renewable
Start Date: January 2027
Duty Station: Pemba (Cabo Delgado, Mozambique) with missions to field offices (Ibo, Maputo)

Objective of the Position:
To promote and coordinate the Cabo Delgado office, in particular by guiding strategies, supervising and coordinating programmes and projects, and promoting fundraising in line with Oikos's strategic themes.

Main Responsibilities:

- **Strategic Management and Representation:** Define and lead the strategic-programmatic strategy of Istituto Oikos in Cabo Delgado Province in collaboration with the Country Program Manager. Cultivate, develop, and maintain institutional relations with local authorities, strategic partners, donors, and other international cooperation actors operating in the area.
- **Programme Development and Fundraising:** Promote the strategic positioning of the organisation in the province and lead the search for and identification of new funding opportunities, supporting the drafting of new project proposals.
- **Programme Supervision and Coordination:** Ensure the quality, effectiveness, and strategic alignment of projects implemented in the province (including the direct management of any assigned projects), ensuring compliance with targets, timelines, adaptive management methodologies, and donor and Oikos procedures.
- **Economic-Financial and Operations Supervision:** Ensure, in collaboration with the Country Administration, proper planning, monitoring, and optimisation of the use of fixed and cross-cutting economic and financial resources of the Cabo Delgado office.

- **Human Resources Management and Coordination:** Provide leadership to local and expatriate staff in the province, ensuring integration across project teams, strengthening internal capacities, workplace well-being, and promoting smooth communication between departments, with the Maputo office, and with the Milan Headquarters.
- **Governance, Compliance, and PSEA:** Ensure ongoing compliance with local legislation with the support of strategic consultants; ensure the implementation, updating, and compliance with Country Procedures and the strict enforcement of the organisation's PSEA policy.

Required Qualifications:

- At least 5 years of experience in office/base coordination and institutional representation roles
- Familiarity with programme financial management and planning
- Experience in managing multicultural staff
- Experience in writing project proposals

Preferred Qualifications:

- Previous experience in Mozambique
- Education in the field of natural resource management or related fields
- Knowledge of the Portuguese language

To apply, please send your CV, including contact details of 3 professional references, and a cover letter (maximum 1 page) with authorisation to process personal data pursuant to Articles 13 and 14 of the G.D.P.R. (General Data Protection Regulation EU 2016/679 and Legislative Decree 196/2003) to: selezione@istituto-oikos.org

Deadline: 15/12/2026

Quote in the subject line: PC/MZ/26

NOTE: Only shortlisted candidates will be contacted for an initial introductory interview and subsequently updated on the status of the selection process.

Istituto Oikos reserves the right not to hire or employ an applicant if the recruitment process or background checks reveal that the applicant has previously been reported for an SEA incident or is unsuitable to work with beneficiaries. Istituto Oikos will not hire or employ anyone with a prior conviction for SEA or a related offence.

The selection process complies with the principle of equal opportunities (Italian Law 903/77).

https://www.istituto-oikos.org/job/cabo-delgado-provincial-coordinator/