

Yasmin Kollektiv e.V. is a small NGO founded in 2020 with the aim to challenge "oriental" stereotypes and the image of a crisis-ridden region, to do anti-racist work and to advocate for a diverse, tolerant and feminist society. For the Podcast Scholarship Program Aswatona that supports podcasters and audio journalists in the region of West Asia and North Africa we are looking for Project Management & Communication.



Your future Tasks:

- Control and guide a Team of 8 – 10 employees
- Project management, Evaluation & Monitoring of the whole Project
- Resource Planning, Accounting, Risk Calculation, Budget Monitoring
- Funding possibilities for third-party funds
- Project Documentation & Controlling
- Giving regularly reports to the association board about the project
- External communication with project partners
- Advocacy work (strategic partnerships, communication with EU/German institutions, local organizations)
- Process controlling, media strategy for project in Germany (press releases, contacts to media)

Qualifications:

- Master's degree in social science and at least 2 years of work experience in similar position
- Fluent in English, German, Arabic skill is a plus
- Experience in AA funded projects, a proven record of team leading and strong communication skills
- Ability to work in an international team and online
- Experience in cultural management and culture sensitivity contexts
- Stress resilient
- Experience with working in the WANA-region

What we offer: monthly salary of 2700 € gross, 32 hours work per week, 24 days of vacation, a desk at a co-working space, the ability to work from home office, a flat work hierarchy in an international team of 8 employees, if the project funds are approved, the work is expected to start on December 1, 2022, the position is expected to be limited to 24 months.

The website of our association is currently under reconstruction. More information about the association is currently available at [Nahostcast](#) Information about the podcast project is available at [Our-Voices](#).

We welcome applications to

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