Job Announcement: Programme Officer for South Africa

The International Budget Partnership (IBP) is based at the Centre on Budget and Policy Priorities in Washington D.C. Established in 1997, the IBP collaborates with civil society organisations in countries around the world to use budget analysis and advocacy as a tool to improve governance and reduce poverty. IBP and its partners conduct research and advocate at national and international levels for improvements in budget transparency, participation and accountability.

The Catalyst Programme covers all of IBP’s country-level work, and is focused on strengthening the impact of civil society advocacy on country level budget policies and outcomes. Through deep and sustained engagement within countries, Catalyst provides support to build expertise and skills of civil society actors involved in budget advocacy. It also strengthens the partnerships and dialogue between these groups and other stakeholders in the budget process, including government. IBP-organised advocacy, research, technical assistance and networking are all integral components of the Catalyst Programme.

IBP seeks to appoint a Programme Officer (PO) for South Africa to join the country team in Cape Town. The PO will support the Country Coordinator and be jointly responsible for implementing the IBP’s South Africa Strategy.

Main duties and responsibilities include:
- Planning and implementing the Country Strategy, including identifying potential program partners, supporting partners conduct planning for effective advocacy campaigns, requesting and following up on proposals from with program partners, liaising with appropriate government offices, and conducting research required to enhance advocacy efforts.
- Capacity building with civil society organizations and government, including designing and facilitating workshops, and ensuring technical assistance and support is provided;
- Developing and monitoring annual operational budgets, and reporting on the country strategy internally and to IBP donors.

Qualifications:
- Bachelor’s degree in social science, economics, or a related development field, required. Master’s degree preferred.
- 2 to 5 years of experience in public finance management or related development field preferred
- Extensive experience working with civil society organizations, particularly in relation to strategy development, advocacy and campaigns, and research;
- Excellent networks in government and civil society in SA;
- Strategic thinker with superior written and verbal English communication skills;
- Must be a RSA citizen or have a permanent RSA resident permit;
- Unendorsed 08 driver’s license and own vehicle;
- Demonstrated ability to work to tight deadlines, able to work independently, and under a lot of pressure;
- Willingness to travel nationally and internationally, when necessary.

Salary: Commensurate with experience; excellent benefits, including health and dental insurance, life and long-term disability insurance, retirement, and generous vacation and sick leave, and holiday schedules.

To apply: Send a cover application letter and resume by email to applications@internationalbudget.org. Please put “Programme Officer for South Africa” in the subject area. Closing date for applications is 29 August 2014. NO PHONE CALLS PLEASE.

The Center on Budget and Policy Priorities is an Equal Opportunity Employer.