

The *International Baltic Sea Foundation for Nature Conservation* (BaltCF) was established in 2014. Our aim is to protect the unique and fragile ecosystem of the Baltic Sea. We fund a wide variety of conservation projects in the Baltic Sea region and are on our way to develop our own activities to further our mission. We are therefore looking for a

Senior Project Coordinator

to join us in our efforts as soon as possible. This position can be filled from our headquarters in Rostock or remotely and is not suitable for entrants without job experience.

What you will do:

- You'll work together with the Managing Director and the Board of Directors to carve out and implement the foundation's future strategy
- You'll consult and support potential recipients of funds in order to shape their project ideas into project applications fit for submission to the Board
- You'll own the management and controlling of the projects funded by us, including the ongoing work to update and improve processes and tools
- You'll be co-responsible for developing the foundation's own projects, including the associated site management (if applicable)
- You'll be responsible for the communication of the projects and their results
- We can adjust your responsibilities, depending on your qualifications and interests

What you should bring:

- You are passionate about the Baltic Sea and its unique and vulnerable ecosystem
- You have a degree in a relevant field like (marine) biology, geography, landscape ecology or similar.
- You have a minimum of two years of practical experience with conservation projects and with international funding programs.
- You are an excellent communicator and can handle complex stakeholder relations.
- You are professionally proficient (at least C1) in English and one other official language of one of the countries bordering to the Baltic Sea. Fluent command of German is no precondition, but an asset
- You are culturally aware and have a broad understanding of the Baltic Sea area. Work experience in relevant countries is not a precondition, but an asset
- You are willing to visit our project partners and sites in the Baltic Sea region

What we offer:

- A small, passionate team with the resources and motivation to make a difference for the Baltic Sea
- Responsibility and the opportunity to influence the next steps of the foundation's development
- A part-time position (30 h/week) with the perspective of a full-time extension
- Flexible working conditions with a lot of autonomy
- A competitive salary in accordance with your qualification and experience
- Support for your personal and professional development

Please send a letter of motivation and your CV or LinkedIn profile to thomas.winter@baltcf.org