

Economic Recovery Coordinator Syria - Damascus

Who are we?

The Danish Refugee Council assists refugees and internally displaced persons across the globe: we provide emergency aid, fight for their rights, and strengthen their opportunities for a brighter future. We work in conflict-affected areas, along the displacement routes, and in the countries where refugees settle. In cooperation with local communities, we strive for responsible and sustainable solutions. We work toward successful integration and – whenever possible – for the fulfillment of the wish to return home.

The Danish Refugee Council was founded in Denmark in 1956 and has since grown to become an international humanitarian organization with more than 7,000 staff and 8,000 volunteers. Our vision is a dignified life for all displaced.

All of our efforts are based on our value compass: humanity, respect, independence and neutrality, participation, and honesty and transparency.

DRC Syria

DRC has been operating in Syria since 2008, initially responding to the Iraqi refugee crisis before pivoting to a full-scale response to the Syria crisis from 2011 onwards. Our work encompasses the full cycle of displacement—responding to **life-saving humanitarian needs** and supporting community recovery until **durable solutions can be achieved**. DRC Syria takes an area-based approach to supporting internally displaced persons (IDPs), returnees, and host communities across our key sectors: Economic Recovery and Resilience, Protection, WASH, Shelter and Infrastructure, and Humanitarian Disarmament and Peacebuilding (including Humanitarian Mine Action).

With an established rapid response mechanism, DRC can **rapidly respond to emerging crises and shocks** to meet **acute emergency needs**. Recognizing the significant need for **early recovery and resilience programming** to ensure dignified, sustainable, and cost-effective solutions for fragile communities, DRC's programmes foster resilience for individuals and communities in situations of protracted displacement and during the initial stages of post-conflict recovery, towards a **durable solution of their choice**. With active portfolios in the neighboring countries of Jordan, Lebanon, Türkiye and Iraq, DRC offers a **cross-border, regional response** to the Syria crisis, through cross-border protection monitoring, advocacy, and trends analysis.

About the job:

The Economic Recovery Coordinator has the overall responsibility for designing, coordinating, and supporting DRC's Economic Recovery programme in Syria and for representing the sector in external coordination mechanisms. The Economic Recovery Coordinator will guide DRC's strategic positioning, technical quality assurance and capacity building, and oversight of the implementation of economic recovery programmes in compliance with DRC's policies, sectoral guidance and global strategy. S/he will ensure the programme is delivered to a standard of high quality in line with DRC's and international

standards. S/he will ensure good coordination with other stakeholders (local actors, private sector, duty bearers, donors, etc.) in the sector and proactively build linkages and integration with other DRC's programmatic sector teams. The Economic Recovery Coordinator will ensure that Economic Recovery programming contributes to DRC Syria's Localization Strategy including to strengthen national ownership, build the technical and institutional capacity of national partners, and promote equitable partnership models across the programme cycle.

Duties and Responsibilities:

1. Technical Oversight

- Develop Economic Recovery strategy and priorities based on thorough understanding of needs and context, in line with DRC's Economic Recovery strategy at regional and global levels.
- Provide technical leadership and support on Food Security, Decent Livelihoods and Financial Inclusion.
- Lead the development, harmonization, and roll out of Economic Recovery sector's SOPs, guidelines, tools, etc.
- Lead on the development of relevant and appropriate beneficiary selection criteria and PoC identification process and oversee compliance to agreed standards and guidelines. Ensure beneficiary targeting and vulnerability criteria are developed with contextual input from national partners.
- Assure compliance with DRC standards, policies and procedures and alignment with DRC strategic plan at country and global levels, through regular coordination with colleagues at Area Office, Country Office and HQ.
- Coordinate with sector colleagues at HQ levels as appropriate about relevant technical aspects.
- Complete regular field visits to ensure technical oversight, capacity building and support, identify needs, and ensure quality programming.
- Ensure that programming is integrated with other DRC sectors by closely working with other sector coordinators and relevant staff in the field.
- Act as a technical focal point for Cash Voucher Assistance (CVA) programming across all sectors and provide technical CVA support.
- Deliver technical oversight of sectoral projects, in coordination with Area Managers, Area Programme Managers, PMs/ TLs and other relevant field staff.

2. Technical Line Management

- Development of harmonized job descriptions in all area offices.
- Participate in the recruitment of technical staff in the economic recovery sector.
- Identify technical gaps and support capacity building for technical line reports and partners, including duty bearers.
- Contribute to setting performance objectives and performance appraisals of technical staff in the same field, in coordination with their direct line managers.
- Provide regular technical support and guidance to Area managers /Area Programme Managers/Project Managers/Team Leaders and other relevant staff in both a structured manner and on a case-by-case basis.
- When necessary, and with approval of his/her line manager, provide stop-gap support in absence of AMs/ APMs/TLs, in close coordination with senior national colleagues.

- Support mentoring and coaching of national technical leads to enhance long-term national technical leadership within the sector.

3. Programme Development, Coordination, and Oversight

- Lead design of Economic Recovery concept notes and proposals related to Food Security, Decent Livelihoods and Financial Inclusion, in coordination with Area Manager, APMs, PMs, HoP and Grants Manager and contribute to integrated programming design with other sectors.
- Promote co-design of proposals and sector interventions with national partners where relevant, ensuring equitable partnership principles are applied.
- Lead on development of assessment surveys and methodologies, including inter-sectoral assessments, data analysis and report drafting to inform evidence-based planning, project design and implementation.
- Provide technical drafting and review of all concept notes, proposals (including activity budget) and reports and other relevant sector-specific donor communications.
- Contribute to program technical review meetings for EcRec projects or integrated ones (Grant Opening, Review, & Close Out Meetings) and with partners.
- Oversight of the overall Economic Recovery budget, including providing budgeting guidance to AMs/APMs/PMs/ for project development, and provide advice during AM/APM/PM's monitoring of sector-level spend.
- In coordination with the Partnership Coordinator ensure partnership budgeting reflects fair cost planning and recovery and adequate capacity strengthening components.
- Design program concepts using the Market Systems Approach, encouraging integrated programming, and incorporating innovative solutions when relevant, promoting inclusive market systems development approaches that actively engage private sector actors, cooperatives, producer groups, local service providers, etc.

4. Quality Assurance

- Oversight of overall program implementation progress and quality; identification, resolution and/or escalation of issues.
- Work with MEAL to develop harmonized tools and databases to monitor and track efficiency and quality of programming and improve information management within the sector focal points.
- Work closely with MEAL in design, monitoring and evaluation of sector-level programming.
- Coordinate with MEAL to ensure accountability mechanisms are established for sectoral programming.
- Coordinate with MEAL and Grants to document and incorporate best practices and lessons learnt, and to deliver learning sessions systematically.
- Identify research and evidence gaps needed to inform program design and quality.
- Ensure that all economic recovery interventions are informed by market conditions through leading and overseeing regular market assessments, risk and vulnerability analysis.
- Promote adaptive programming based on feedback from partners and communities, ensuring participatory accountability approaches.

5. Coordination, Representation and Donor Engagement

- Represent DRC at Economic Recovery-related sectors, including direct participation at the national level and coordination of representation at the sub-national level, while promoting meaningful participation of national partners and advancing DRC's localization commitments through inclusive

sector engagement and knowledge sharing. Also participate in working groups/strategic advisory groups, to represent DRC and its mandate.

- Contribute to advocacy work, closely with the Advocacy focal point, by raising challenges and suggesting solutions linked to the Economic Recovery sector and taking an active role in pushing DRC's Economic Recovery advocacy messages in relevant coordination fora.
- Coordinate with Comms/Advocacy for success story content, communication tools, etc.
- Map donor priorities within given sector and identify new fund opportunities in close coordination with the HoP and Grants Manager.
- Contribute to fundraising as the main sector-level point of contact with donors; support donor visits to the field.
- Provide technical input and support strategic direction of the sector-level response within the humanitarian community.
- Liaise with regional and relevant donors for the technical aspects.
- Advocate for increased funding access and equitable partnership models for national actors within sector coordination forums.

6. Other

- Raise any issues of non-compliance and assure compliance with DRC standards and procedures.
- Provide regular updates to HoP.
- Any other duties assigned by the HoP.

Experience and technical competencies:

- Proven experience of at least 5 years in international field economic recovery, livelihoods and cash programmes.
- Proven communication, interpersonal, representation, negotiation, promotion and diplomacy skills.
- Proven strong analytical and communication skills.
- Experience working on large-scale programme development and excellent proposal writing skills.
- Strategic thinker with the ability to quickly develop good insight and understanding of the conflict and the economic environment of the program country.
- Sound understanding of humanitarian architecture.
- Cultural sensitivity and adaptability.
- Experience in international humanitarian work, advocacy and policy development, and cluster coordination mechanisms.
- Experience with managing teams and providing technical guidance and training.
- Able to manage high work load and deadlines in an efficient and timely manner.
- Able to manage stress and be flexible.

Education:

Master degree or higher education relevant to humanitarian work and or economic recovery;

Languages:

- English – fluent
- Arabic – fluent

In this position, you are expected to demonstrate DRC' five core competencies:

- **Striving for excellence:** You focus on reaching results while ensuring an efficient process.
- **Collaborating:** You involve relevant parties and encourage feedback.
- **Taking the lead:** You take ownership and initiative while aiming for innovation.
- **Communicating:** You listen and speak effectively and honestly.
- **Demonstrating integrity:** You act in line with our vision and values.

We offer:

Contract length: Until December 2027

Level: Non-Management- G

Location: Damascus

Expected Start date: 1st of Dec 2026

Application process:

Interested? Then apply for this position through the below link:

[Talentech - Economic Recovery Coordinator - Application Form](#)

All applicants must send a cover letter and an updated CV (no longer than four pages). Both must be in the same language as this vacancy note. **CV-only applications will not be considered.**

Applications close: **02 Nov 2026**

Need further information?

For further information about the Danish Refugee Council, please consult our website [Syria | Danish Refugee Council](#)

DRC as an employer

By working in DRC, you will be joining a global workforce of around 6500 employees in around 35 countries.

We pride ourselves on our:

- Professionalism, impact & expertise
- Humanitarian approach & the work we do
- Purpose, meaningfulness & own contribution
- Culture, values & strong leadership
- Fair compensation & continuous development

DRC's capacity to ensure the protection of and assistance to refugees, IDP's and other persons of concern depends on the ability of our staff to uphold and promote the highest standards of ethical and professional conduct in relation DRC's values and Code of Conduct, including safeguarding against sexual exploitation,

abuse and harassment. DRC conducts thorough and comprehensive background checks as part of the recruitment process.

If you have questions or are facing problems with the online application process, please visit drc.ngo/jobsupport.

Danish Refugee Council is an equal opportunity employer and we consider all applicants based on individual merit and qualifications, regardless of personal characteristics or attributes. We are committed to increasing the diversity of our workforce, aiming for a 50% balance of men and women in management roles and ensuring that at least 50% of management roles are filled by national staff. We recognize that a diverse and inclusive team is crucial for achieving our organizational goals and making a positive impact on the communities we serve.