



Job Description

Shelter Program manager

Objective:

The Shelter Program Manager oversees the design, implementation, and quality of Solidarités International (SI) Shelter activities in the assigned area. The role ensures responses are needs-based, timely, safe, inclusive, and compliant with humanitarian principles, SI procedures, cluster guidance, international standards, and donor requirements. The position includes team supervision and program adaptation as required.

Desired start date: 1-2-2026

Duration of the mission: 6 Months

Location: Syria – Aleppo

Key Responsibilities:

- Lead and update shelter needs assessments and ensure integration of Protection, Gender, People with Specific Needs, Humanitarian Access, and Accountability.
- Design and manage needs-based shelter and NFI interventions that are appropriate, safe, inclusive, and effective.
- Ensure targeting and intervention modalities respect humanitarian principles, Do No Harm, and contextual constraints.
- Contribute to shelter strategy, annual planning, proposal development, and innovation at area and country levels.
- Ensure compliance with SI procedures, Sphere, CHS, cluster standards, and donor requirements.
- Oversee monitoring, reporting, evaluations, and learning in coordination with Field Coordinator and MEAL teams.
- Coordinate with authorities, communities, donors, and partners; represent SI in shelter-related forums as required.
- Manage, train, and evaluate shelter staff; support recruitment and ensure adherence to security rules.
- Anticipate operational needs, plan activities, supervise implementation, and adjust programs based on context and results.
- Contribute to knowledge management and handover documentation.

Priorities for the first 2/3 months:

- Needs assessment.
- Define new modalities and area of intervention aligned with area's strategy, support new CNs aligned with the change of context in Syria.
- Ensure launch of BHA and ECHO projects if secured.
- Ensure the good implementation on time and in a qualitative manner for ECHO project.

Security constraints:

N/A

DIPLOMAS AND EXPERIENCE

- Experience in the humanitarian sector: 3 - 4 Years
- Experience in a similar position: 2 Years

SKILLS

TECHNICAL SKILLS:

1. Formal training and qualifications in civil work
2. Ability to plan, review and follow up rehabilitation works.
3. Ability and experience in distribution activities (cash, in kind or voucher modalities)
4. Experience in project cycle management (budget, HR, supply, activities planning, reporting, capitalization, etc...) specifically for Shelter programs (rehabilitation, winterization, etc...)
5. Ability to develop needs assessment, analyze data and provide recommendation

TRANSVERSAL SKILLS:

1. Management and communication skills
2. Autonomous, organized, ability to prioritize and to work under pressure.
3. Team player, positive dynamic and problem-solving capacities.
4. Capacity to deal with contractors and ensure timely delivery.
5. Capacity to deal with local authorities and communities and ensure project quality.
6. Capacity to coordinate with other departments and partners to ensure project quality.
7. Ability to operate safely and effectively in a security sensitive environment.
8. Strong understanding of humanitarian sector (including cross cutting issues, humanitarian coordination, etc...)

- **LANGUAGES**

1. English (Fluent)
2. Arabic

- **SI Will Offer you:**

A salaried position:

SI will offer a basic salary of 2070 USD, along with a comprehensive benefit package.

- ***Application process***

interested candidates are invited to apply at the link below

[Submit your application](#)

**Please note the vacancy may close before the deadline.
Thank you for your understanding.**