

Do you want to work for a greener Asia?

Recruitment for a full-time position as Program Officer Foreign and Security Policy

Who we are

The Heinrich Böll Foundation (hbs) is a political foundation with an affiliation to the German Green Party. Fostering democracy and upholding human rights, taking action to prevent the destruction of the global ecosystem, advancing equality between women and men, securing peace through conflict prevention in crisis zones, and defending the freedom of individuals against excessive state and economic power – these are the objectives that drive the ideas and actions of the Heinrich Böll Foundation. We maintain close ties with the German Green Party (Alliance 90/The Greens) and as a think tank for green visions and projects, we are part of an international network encompassing well over 100 partner projects in approximately 60 countries. The Heinrich Böll Foundation works independently and nurtures a spirit of intellectual openness. We maintain a world wide network with currently 35 international offices.

The foundation is in the process of opening an office in Seoul which will operate in the Koreas, Japan and possibly other countries in East Asia.

Who we are looking for

To organize and administer the foreign policy work of the office we are looking to hire a

Program Officer Foreign and Security Policy

Roles include:

- Building a network of partners and stakeholders on foreign policy topics in the region
- Political advisory on foreign policy topics in the Koreas and possibly other countries such as Japan, Vietnam and the wider region of East Asia to the Office Director, other parts of the foundation, Green politicians and other likeminded actors.
- Planning, implementing (incl. budget management and administration) and evaluating projects in the field of foreign policy. This includes projects run by the foundation as well as grants made to third parties.
- Reporting and analysis pertaining to your topics.
- Contact with our HQ and our worldwide offices to shape the foreign policy work of the foundation together.
- High willingness to travel in- and outside Korea.

What you should bring

We are looking for somebody who knows the foreign policy field in Korea and East Asia well!

Possible topics include:

- Korea as an ODA donor country
- North Korea
- China and Indo-Pacific Security
- Japan

You should know the most important players in civil society, research and possibly politics, and if possible, already have a good network. You should have a sharp mind and be able to produce top-notch analysis on the issue. We are looking for somebody who thrives in teams, is willing to support others and believes that we can achieve a better world together. A keen interest in politics is a must, as is a belief in gender equality.

Motivation is more important than job experience, but if you possess both, we will not complain. As this job also includes administrative tasks, you should also be willing to handle those.

You should have a fluent command of Korean and English, knowledge of other languages (esp. Mandarin, German or Japanese) is a definitive plus. Your background could be in civil society, journalism, think tanks or politics or in whatever you can convince us that it is the best fit. You could be both an analyst or from politics, but would have to be willing to entertain the other side a bit as well. Experience in dealing with governmental donors and an NGO-environment are desirable. First experience abroad gained through either work, internships or study is highly desirable.

What we offer

A permanent contract in a dynamic environment with flat hierarchies and the possibility to be part of a worldwide team working for a greener future. We offer you the possibility to contribute with your ideas to our work and see them put into reality.

A fair salary negotiable based upon prior experience.

We value work-life balance and strive for a 40-hour work week. The hbs is a family-friendly organization, parental leave, regular work hours and similar regulations are important to us, although from time-to-time work on Saturdays or the evenings is possible, but will be compensated.

How to apply

Please send your CV, a letter introducing yourself and your motivation for the job to kristian.brakel@kr.boell.org until 30.10.2023 under the subject:

ApplicationFSP1+YOURNAME