

NRC in Syria

NRC is in Syria to support people affected by forced displacement (IDPs, returnees, host community etc.) so that they can have access to timely and effective assistance, to cope with the crisis and when the crisis ends return and rebuild their lives. Since the start of its activities in mid-2016 in Syria, NRC has reached with humanitarian assistance to more than 600,000 people particularly in the Governorates of Damascus, Aleppo, Qoneitra, Dara'a, Hama, Hassake and Rif Damascus, out of which more than 152,000 people reached in 2020 with the provision of more than 255,000 services and moving forward to reach more during 2021. NRC will continue to apply an integrated programming approach, where Education, capacity building, Shelter/WASH, and Food Security and Livelihoods (FSL) programmes work jointly to enable displacement-affected populations to meet their basic needs, enjoy their rights, and benefit from pathways to durable solutions.

Role and responsibilities

The purpose of this position is to work in collaboration with the Shelter Project Manager to lead the day-to-day implementation of delegated Shelter or related projects in Idleb, Syria. The position holder will be responsible for managing delegated NRC Shelter staff and supporting the successful delivery of project activities in Idleb, Syria. Projects in this area are delivered through direct implementation and through partners.

The position-holder will be duty-stationed in Idleb (Syria) but will be expected to travel to project sites. Whilst the position-holder will be line-managed by the Shelter Project Manager

Generic responsibilities

- Line manage project staff.
- Follow NRC policies and procedures.
- Monitor daily project progress.
- Manage delegated Shelter portfolio (activities, budget, documentation) per donor requirements and ensure technical quality.
- Provide regular progress reports.
- Target beneficiaries most in need; explore better assistance methods.
- Share ideas for improvement.
- Build staff capacity and transfer skills.
- Liaise with local authorities and stakeholders.
- Promote IDP/returnee rights per advocacy strategy.

Specific responsibilities

- Project Cycle Management (PCM): Implement Shelter projects (direct/partner-led) across full cycle. Represent team in PCM meetings; produce PCM documents (M&E Matrix, Procurement Plans). Contribute to Shelter strategy and proposals.
- Capacity Building: Support capacity building of NRC/partner Shelter staff. Manage junior staff performance, identify needs, and plan initiatives in line with NRC Syria guidelines.
- Technical Quality: Ensure high-quality Shelter projects achieve the highest Value-for-Money, compliance with local/global standards, HLP requirements, beneficiary consultation, needs-based targeting, and integration with other Core Competencies.
- Project M&E: Ensure accurate M&E of Shelter activities (construction, output, outcome) via NRC/partners/third parties, per Syria Response M&E tools and guidelines.
- Reporting: Provide accurate contributions to internal reports (GOORS, Protection Reports), donor reports, and inter-agency

reports (4Ws).

-Protection Mainstreaming: Ensure safety, dignity, access, accountability, participation, and rights of beneficiaries per Protection guidelines.

-Project Partnerships: Manage Local Humanitarian Partners (LHPs) delivering Shelter projects, per Syria Response Partnership tools and guidelines.

-Coordination & Representation – Represent NRC Shelter at field level (local coordination, bilateral meetings, authorities).

Qualifications

Generic professional competencies for this position:

-Minimum 3 years of experience in project implementation in humanitarian/recovery contexts.

-Minimum 2 years of experience working in construction, engineering, architecture, or equivalent.

-Experience of working in complex and volatile contexts.

-Documented results related to the position's responsibilities.

-Knowledge about own leadership skills/profile.

-Fluency in English, both written and verbal.

-Fluency in Arabic is an asset.

Context-related skills, knowledge, and experience :

-Bachelor's Degree or above in civil, structural engineering, architecture, or similar.

-Technical Shelter and Emergency Response expertise.

-Knowledge of the context in Syria.

-Experience with remotely managed programming.

-Experience with partner-led programming.

Behavioral competencies

The following are essential for this position:

-Handling insecure environments

-Managing resources to optimize results

-Empowering and building trust

-Managing performance and development

-Planning and delivering results

We can offer

Duty station: North-West Syria Area Office (NWS) - Idleb

Required Number of employees: 1

Contract: **Fixed-Term Employment Contract 6 months, SHF Project based position with no chance for renewal or extension**

Salary/benefits: Grade 6 of NRC's salary scale ([NRC Grade profile](#))

NRC is an equal opportunity employer. We are committed to diversity without distinction to age, gender, religion, ethnicity, nationality, or physical ability.

Candidates who do not provide complete and detailed information in the online application form will not be considered.

The application deadline is 15 Apr 2026.

Learn more about NRC's operations in Syria [here](#).

Why NRC?

The Norwegian Refugee Council (NRC) is an independent humanitarian organisation helping people forced to flee. Our 15,000 staff work in crises across 40 countries, providing life-saving and long-term assistance to millions of people every year.

[Watch this short video](#) to see NRC in action.

We are looking for people who are passionate about helping refugees and people forced to flee. Are you one of those people? If you are, NRC offers you the opportunity to:

- Do demanding and professional work, often in challenging contexts
- Join a work culture that empowers every employee to share ideas and take responsibility
- Be part of a welcoming and supportive community committed to human dignity

[Learn more about NRC](#)

To apply for this Vacancy, please copy the link below:

https://23109900.webcruiter.no/Main/Recruit/Public/5109492825?link_source_id=0