

Dialogue & Facilitation Officer

Vacancy at the Sharing Perspectives Foundation

Summary

Role:	Dialogue & Facilitation Officer
Period:	Start date in June or July 2025, contract for 1 year with prospect of extension.
Working hours:	32-40 hours per week
Location:	Remote (or hybrid if based in Amsterdam)
Compensation:	Based on experience and location

About the Sharing Perspectives Foundation

Sharing Perspectives builds people-to-people connections across differences, ideologies, and borders.

We employ the powerful social technology of dialogue to empower teams and individuals with the skills to master cross-boundary teamwork, excel in navigating difficult conversations, and turn conflict and difference into stronger relationships. In a world that is increasingly both interdependent and polarised, we bridge the divides. Our custom programmes are designed for three different spaces.

For higher education institutions, our solutions offer students the spaces and tools to humanise 'the other' and constructively engage with difference. Our innovative approach combines dialogue expertise with online facilitation experience, delivering virtual programming that is just as powerful and effective as in-person experiences while adding increased inclusivity.

We support businesses and organisations to thrive with a 21st century workspace based on an inclusive organisational culture that celebrates diversity, strengthens relationships and improves teamwork. We provide leadership and communication training, and dialogue sessions to allow colleagues to have meaningful conversations on challenging topics to strengthen relationships and improve collaboration.

For communities, we design constructive engagement processes around societal challenges and issues that divide communities. We also facilitate decision-making processes based on understanding, appreciation and empathy. Our solutions can entail providing consultations on projects that need constructive engagement, delivering expert facilitation, or developing an engagement process around a societal challenge such as online hate speech, discrimination and racism in The Digital Us project.

We currently seek an experienced dialogue and facilitation officer to work with us on a new project for higher education institutions and youth organisations called Virtu-Peace, an Arabic-language virtual exchange programme designed for Palestinian youth across Palestine, the MENA region and Europe.

About Virtu-Peace

The Virtu-Peace project is an innovative Erasmus+ initiative addressing the critical need for reconciliation amongst Palestinian youth. Recognizing the significant obstacles to traditional face-to-face dialogue in the current political climate, we've designed a virtual exchange (VE) program to serve as a safe, accessible, and engaging online platform, bridging geographical divides and fostering collaboration between diverse Palestinian communities.

Our goal is to empower young Palestinians to become active agents of change, contributing to the development of a more peaceful and prosperous future for their nation.

Virtu-Peace directly targets 1500 Palestinian youth (ages 18-30) from various locations, including the West Bank, Gaza, East Jerusalem, Arab 48 communities, and the Palestinian diaspora. Over five iterations, young people will participate in a structured 8-week online dialogue program facilitated by trained facilitators. The program will focus on sensitive topics related to reconciliation, peace building, conflict transformation, critical thinking, and effective communication, providing participants with a unique opportunity to share their perspectives, build essential skills, and collaborate on community-based initiatives aimed at promoting reconciliation and sustainable peace.

The role of the Dialogue & Facilitation Officer

As the Dialogue & Facilitation Officer, you are responsible for the dialogue process of the Virtu-Peace project. This means that you are expected to tailor our existing dialogue model and group process framework to the theme and audience of the Virtu-Peace programme, manage and coordinate a remote team of dialogue facilitators, and design and monitor project-specific quality control mechanisms. Our dialogue model and process framework is already available in Arabic.

The tailoring of the model for the Virtu-Peace project includes:

- Designing programme-specific dialogue activities in Arabic.
- Building session plan templates in Arabic.
- Supporting the programme's curriculum sequence to fit our dialogue model.

During programme preparation, you are expected to:

- Recruit for this project from our pool of facilitators and recent training graduates.
- Prepare facilitators for the programme.
- Tailor our quality control mechanisms to the project needs.

During implementation, you manage and coordinate the facilitator team, which includes:

- Scheduling facilitators.
- Supporting and managing the facilitation team.
- Arranging substitutes when necessary.
- Monitoring quality control processes & leading the coaching team.
- Liaising with the project team on project progress.

After programme implementation, you will:

- Arrange proper feedback mechanisms from the facilitators to the project team;
- Update the dialogue model and group process framework based on feedback from participants, facilitators and partners.
- Perform administrative tasks related to the facilitator community.

You will report to our Facilitation and Training Programme Manager. You will closely collaborate with other project team members of partnering organisations on the above listed tasks.

Your profile

We look for an experienced and passionate Arabic and English-speaking dialogue facilitator who is keen to bring their dialogue and facilitation experience to the next level. You enjoy the process of designing dialogue activities, ensuring smooth processes for facilitation and upholding the highest standards of quality control. You are a dedicated professional and team player, while being an excellent independent worker who ensures targets are met at the set deadlines. You are a digital native, with experience in remote work. Furthermore, you are a critical thinker, with strong awareness of global events, especially in relation to Palestine and the Palestinian people, and you have knowledge of the Palestinian history, culture, society and politics.

Specifically, we seek a candidate with the following qualifications:

- B2/C1 proficiency in Arabic (Levantine Arabic & Modern Standard Arabic)
- B2/C1 proficiency in English
- Proven extensive (3-5 years) experience with online dialogue and facilitation is a must.
- Experience with SPF's dialogue model and process framework is strongly preferred.
- Strong knowledge of and interest in Palestinian culture, society and politics.
- High awareness and understanding of current global events, especially in relation to Palestine and the Palestinian people.
- Proven ability to work independently, in a remote team, with adherence to deadlines and meeting targets.
- Available for at least 1 year, starting in June or July 2025, 32–40 hours a week.

We strongly encourage potential applicants with the matching qualifications living in the MENA region to apply for this remote position.

What we offer you

- An independent contract for one year, with the possibility of extension.
- An informal work ambience within a small, international and remote team of motivated professionals.

- Flexible working hours, remote, at any location within -2 to +2 hours from Central European (Summer) Time.
- The opportunity to work on an EU-funded project with high impact for Palestinian youth.
- A competitive contract and remuneration based on your qualifications, experience and location.

How to apply

Please send a CV and motivation letter to jobs@sharingperspectivesfoundation.com. Please explain in your application your motivation and experience for this role.

Applicants are encouraged to submit their applications as soon as possible. Applications submitted after May 5th, 2025 will not be considered. Selected candidates will be contacted in the week of May 5th to be invited for an interview.