

Vacancy Announcement for HMA Technical Advisor – Capacity Development

Position title:	ITF HMA Technical Advisor – Capacity Development (ITF HMA TA)
Duty Station:	Hasakah, Syria; frequent travel to Erbil, Iraq. Possible travel to Damascus and/or other parts of Syria.
Contract Duration:	12 months (start as soon as possible) – recruitment is subject to funding confirmation.
Application Opening Date:	8 September 2025
Application Closing Date:	29 September 2025

ITF Enhancing Human Security (ITF) is an international humanitarian organization dedicated to reducing threats to peace and security while building resilience in affected communities. Since 2019, ITF has delivered protection, humanitarian mine action (HMA), and livelihoods programming in Northeast Syria (NES). Through these interventions, ITF seeks to protect lives, enable safe access to infrastructure and productive assets, and support durable recovery at the community level.

ITF is seeking an **HMA Technical Advisor – Capacity Development** to spearhead the **localization** of technical mine action capacity – going beyond nationalization by truly enabling local ownership, leadership, and sustainability. In close partnership with the national ITF Project Manager (PM) and the ITF HQ team, the Technical Advisor will deliver targeted on-the-job training, mentoring, and hands-on technical guidance, ensuring that local partner organization and local staff develop the competencies needed for safe, high-quality HMA implementation in line with International Mine Action Standards (IMAS).

The position is based in NES, with travel routed through Erbil, Iraq. Occasional travel to Damascus and/or other parts of Syria may also be required, subject to security conditions and access permissions, if needed for operational or coordination purposes.

The main responsibilities include:

Localization & Capacity Development

- Enable genuine localization by equipping local personnel to take increasing responsibility for technical and operational tasks.
- Design and deliver structured capacity-building programs – on-the-job training, mentoring, and shadowing – for national staff and local partners.
- Lead by example in the field to inspire and model IMAS-compliant technical operations.
- Promote a culture of quality, safety, and accountability through localized QA/QC practices and peer-to-peer coaching.
- Support the establishment of an internal training unit within the partner NGO and help design recurrent training and induction curricula.
- Facilitate joint learning opportunities, such as simulations, peer exchanges, and joint field missions with other HMA actors.

Technical Oversight & Quality Assurance

- Provide ongoing technical oversight for mine action operations, ensuring adherence to IMAS and SOPs.
- Support the development and implementation of localized SOPs and standard practices to institutionalize technical standards within local teams.
- Conduct regular QA/QC checks, embedding localization by involving national staff in assessing and improving operational quality.
- Strengthen local information management capacity, promoting locally-led mapping, data collection, and GIS use.
- Assist in operationalizing digital information management systems to increase efficiency.
- Support the NGO's progression toward accreditation through readiness assessments and tailored technical guidance.

Support to Project Management

- Collaborate with the national PM and ITF HQ to integrate technical insights into operational planning, work plans, budgets, and donor reporting.
- Provide input for technical chapters in proposals, ensuring localization objectives are clearly articulated.
- Serve as a technical sounding board to national leadership, advising on strategy while allowing local staff to drive decision-making.
- Deliver advanced training and mentorship in HMA programme management (task prioritization, deployment planning, QA/QC supervision).

Coordination & Representation

- Help build professional relationships and ownership with local authorities in NES and Syria overall, community leaders, national mine action structures, international coordination mechanisms, and partners through localized engagement.
- Cooperate with the national PM in representing the programme in coordination forums, emphasizing locally-owned credibility and sustainability.
- Contribute to proposal development and fundraising efforts by providing technical input and representing ITF with donors and other stakeholders as required.

The above responsibilities are not exhaustive and may be adjusted in line with programme needs and the specific expertise of the selected candidate, in consultation with and subject to the candidate's agreement.

Experience and Technical Qualifications:

- IMAS EOD Level 3+ qualification required.
- Minimum of 8 years' experience in HMA operations (survey, clearance, EOD), including training and mentoring national staff.
- Proven track record in capacity development with a localization mindset – helping local actors lead technically and sustainably.
- Demonstrated experience designing and delivering training, developing SOPs, and embedding QA/QC systems.
- Strong understanding of IMAS and practical application in the field.
- Experience with information management systems (e.g., IMSMA, GIS platforms) is essential.
- Excellent leadership, communication, and teamwork skills with coaching orientation.
- Fluency in English required; Arabic and/or Kurdish strongly advantageous.
- Prior experience in Syria or the region is highly desirable.
- Ability to work for extended periods in remote and insecure operational environments.
- Understanding and application of humanitarian principles linked to operational contexts.
- Strong organizational skills, proactive approach, and flexibility.
- Strong leadership, team building and communication skills.
- Excellent communication and interpersonal skills.

We Offer:

- A 12-month contract (extension contingent on funding and performance).
- A competitive salary.
- Up to 7 weeks of paid annual leave.

- Four paid flights during contract duration.
- Accommodation provided.
- Insurance as per sector standards.
- Work in a growing organization, which allows for a lot of flexibility and influence in shaping future humanitarian programming.
- Opportunity to advance localization in HMA and sustainably strengthen local capacity in Syria.

Application Process:

Note: Recruitment for this position is subject to final funding confirmation.

Submit the following documents (in English):

- CV (max. 2 pages),
- Cover Letter (max. 1 page),
- Two professional references (at least one from a recent supervisor).

Email to: info@itf.si

Subject line: “Application: HMA TA – Capacity Development Syria”

Closing date: 29 September 2025

Applications are reviewed on a rolling basis – early application encouraged. ITF reserves the right to fill the position before the closing date. Only shortlisted candidates will be contacted.

All staff must adhere to ITF’s Code of Conduct, Safeguarding, and Anti-Corruption policies. Recruitment is contingent on successful anti-terror checks.