

Programme Officer
Royal Danish Embassy in Addis Ababa

The Royal Danish Embassy in Addis Ababa is looking for a programme officer responsible for managing the embassy's economic diplomacy engagements and projects connected to the climate and trade development portfolio. The officer will be part of the Embassy's Climate and Trade Team, which manages Denmark's climate engagements with Ethiopia and the African Union, as well as the Embassy's economic diplomacy activities and trade relations with Ethiopia.

Integrating economic diplomacy in development cooperation is a cornerstone in Denmark's Strategy for Development Cooperation as well as The Danish Government's Action Plan for Economic Diplomacy. The programme officer's work will focus on delivering relevant and timely new projects in line with the strategies as well as leveraging trade opportunities in our existing developing cooperation.

The programme officer will furthermore work on the Danish climate cooperation with Ethiopia and the African Union. More than 50 pct. of Denmark's bilateral country programme to Ethiopia (2025-2029) is allocated to climate initiatives with focus on the energy-, water-, agriculture- and forest sector. The programme officer will help with managing the development portfolio, as well as Danish engagements under the EU Global Gateway-initiative through the EU.

The specific engagements managed by the new team member will be decided based on the qualifications and interest of the selected candidate. As part of the Embassy, you are expected to contribute to a work-environment characterized by cooperation, good team spirit and openness.

The main tasks of the programme officer:

- Day-to-day management of programmes and projects focusing on climate and trade.
- Programming of new engagements related to global gateway and economic diplomacy.
- Coordination of synergies across engagements within the climate and trade portfolio.
- Creating a vast network of contacts related to private sector and climate stakeholders
- Contribute to analyses, strategies, reports, talking points related to economic diplomacy and the climate.
- Other related duties as assigned.

Minimum requirements / Qualifications and Experience

- Master's degree in a relevant field of study or similar;
- Strong interest in the interlinkage between climate, economic development and trade.
- Relevant experience with aid management and programming of new development engagements
- Strong problem-solving skills and capacity to work analytically, independently and efficiently;
- Ability to work as part of a team and contribute across the team's portfolio;

- Networking expertise and cross-cultural understanding;
- Must be flexible and work well under pressure;
- Ability to maintain confidentiality;
- Excellent communication skills in English orally and written;

Terms of Employment

We offer a full-time position and a friendly and informal working environment that provides opportunities to develop your competencies in development management. The employment will be under local terms and conditions and is subject to security clearance by relevant Danish Authorities. The salary package will depend on experience and qualifications. Some domestic travel can be expected as part of the job.

Application

Written application (max one page), CV and other relevant documents should be e-mailed in a single PDF-file to Sebastian Lukas Bych (sebbyc@um.dk) marked "Vacant position – Programme Officer, Climate and Trade Team". Candidates who are invited for an interview will be asked to undertake a written test. Questions related to the position can be send

Deadline for Application: April 3 2026 at 16:00 hours Addis Ababa time.

Start: May 1 or as soon as possible