



VACANCY ANNOUNCEMENT

The Global Crop Diversity Trust is an international organization with headquarters in Bonn, Germany whose mission is to ensure the conservation and availability of crop diversity for food security worldwide. For further information about the Global Crop Diversity Trust, consult the web page at <http://croptrust.org>

The Global Crop Diversity Trust is seeking an outstanding candidate for the position of:

Project Manager

Under the supervision of the Senior Scientist and BOLD Project Coordinator, the Project Manager will be responsible for the planning, coordination and implementation of activities under the Biodiversity for Opportunities, Livelihoods and Development (BOLD) Project.

The position will support partner genebanks to strengthen their capacity to conserve, manage, document, safeguard and make plant genetic resources available for use. Its activities include strengthening genebank operations and quality management systems, regenerating and safety duplicating priority accessions, improving information management and data quality, developing staff capacity and supporting the sustainability and visibility of partner genebanks. More information about the current BOLD Project can be found at <https://bold.croptrust.org/>.

The responsibilities of the position include the following:

- Provide overall management and technical leadership for the implementation, monitoring and reporting of partners.
- Engage with partners to establish agreements and negotiate workplans, budgets, deliverables and project contracts.
- Manage relationships with partners, troubleshoot implementation challenges, and provide scientific advice and technical backstopping, including site visits. Duty travel to partner countries, as well as other locations, is required.
- Coordinate partner reporting through the Partner Reporting Tool and ensure consistency and accuracy in technical and financial reports.
- Organize and maintain complete digital and physical project records.
- Develop and maintain efficient systems for tracking agreements, approvals, deliverables, budgets and follow-up actions.
- Conduct routine monitoring and evaluation of partners' performance and reporting to ensure that agreed targets and deliverables are achieved.
- Coordinate capacity-building and technical support activities for partners.
- Coordinate the procurement of agreed equipment, supplies and services in collaboration with relevant Crop Trust teams.
- Manage the terms and conditions of partner, service and consultancy contracts and ensure that agreed activities and deliverables are completed as required.
- Provide scientific and technical oversight of activities relating to genebank operations, including conservation, regeneration, safety duplication, quality management and information management.
- Contribute to reports, peer-reviewed publications, guidance documents, presentations and other knowledge products as necessary.

- Review partner expenditure and supporting documentation and ensure compliance with approved budgets and Crop Trust and donor financial rules and regulations.
- Identify discrepancies, implementation delays and technical, financial or compliance risks, and coordinate timely follow-up and corrective action.
- Coordinate with other projects and Crop Trust teams to support coherent implementation and timely decision-making.
- Represent the Crop Trust as necessary and maintain effective engagement with relevant institutional and national stakeholders.
- Stay abreast of scientific developments, institutional players and relevant international policy frameworks in the area of responsibility.
- Contribute to the smooth and coordinated functioning of the Programs Team, liaising with other teams as necessary to accelerate decision-making and approvals.

Required Qualifications, Skills, and Experience

- Advanced university degree in agricultural or biological sciences, plant genetic resources, crop or seed science, conservation biology, agriculture development, or a related field (PhD preferred).
- At least seven years of relevant work experience in project management, coordination, monitoring and evaluation, preferably in an international environment.
- Demonstrated experience managing complex projects involving multiple institutional or country partners.
- Experience developing and reviewing project workplans, budgets, agreements, contracts and technical reports.
- Experience in partner or grant management and familiarity with donor reporting and compliance requirements.
- Experience reviewing project expenditure, supporting documentation and financial reports.
- Strong organizational, documentation and records-management skills.
- Proficiency in Microsoft Office Suite and project and document-management systems.
- Excellent interpersonal and communication skills and ability to interact effectively with a wide range of collaborators from different professional and cultural backgrounds.
- Excellent written and spoken English required; knowledge of other relevant languages will be an advantage.
- Ability to undertake regular international travel.

Desired Qualifications

- Technical knowledge of plant genetic resources conservation and genebank operations.
- Experience working with national, regional or international genebanks or plant genetic resources conservation programs.
- Experience working with international organizations, national research institutions, government partners or donor-funded programs.
- Familiarity with relevant international policy frameworks, genebank quality management and information systems.
- Familiarity with donor reporting requirements.

Personal Attributes

- Integrity, accountability and sound professional judgement.
- High degree of initiative, creativity and analytical ability.
- Strong leadership and ownership, combined with a collaborative approach to working across teams.
- Proactive problem-solving, agility, and adaptability in dynamic and complex implementation environments.

- Cultural sensitivity, self-awareness and openness to personal and professional growth.

Terms and Conditions: The Crop Trust offers an attractive remuneration package including a competitive salary, non-contributory retirement savings plan, medical insurance and leave provisions. This is an internationally recruited position classified as Grade G6 with the highest Level of the internationally recruited positions being G11. The yearly entry salary for this position is EUR 73,837. Staff of the Crop Trust (including German nationals) are exempt from host country income tax. The duty station for this position is Bonn/Germany. Relocation costs are covered for candidates residing outside of the Bonn/Cologne or surrounding areas. The initial contract duration will be three (3) years and will be subject to a probationary period of twelve (12) months.

Applications: Interested candidates should submit the following (incomplete applications will not be considered):

1. **A one-page motivation letter including summary of your qualifications and experience**, indicating how you meet the expected set of skills and competencies for the position and your drivers for applying.
2. **Your Curriculum Vitae in English** (please include your current residence address, telephone, and email address, date of birth, and nationality).
3. **Names and full contact details of at least three referees.**

Please apply by using the following link: <https://www.impactpool.org/jobs/1226804>

Deadline for applications is 9 August 2026

By submitting your application, you agree to the Crop Trust processing your personal data as described [here](#).

The Trust is an equal opportunity employer and strives for staff diversity in gender and nationality.

Only short-listed candidates will be contacted.