

Finance Coordinator

Deadline:

04-08-2026

DanChurchAid and Norwegian Church Aid joint country program in Palestine is recruiting
a

Contact person:

Hiring team

Finance Coordinator

Are you detail-oriented, highly accurate, and committed to delivering quality work?

Place of Work:

Do you have a solution-focused mindset, strong analytical skills, and the ability to work independently while contributing effectively as part of a team? Are you a goal-oriented professional who can both lead and collaborate to achieve outstanding results?

To be determined

Then we would like to hear from you.

DCA/NCA is seeking a highly skilled Finance Coordinator with strong analytical, organizational, facilitation, and stakeholder engagement skills. In this role, you will be responsible for overseeing and coordinating grants with minimal supervision, ensuring that funds entrusted to the organization are managed transparently, efficiently, and effectively, and in full compliance with established policies and procedures.

You will play a key role in supporting the achievement of the organization's global objectives by working closely with partners to ensure effective, accountable, and adaptive programme implementation.

Major Responsibilities:

- Review and Analyse grant proposal budget received from partners.
- Develop clear written plan/ recommendations in alignment to the larger program. plans/frameworks/goals for sustainability, capacity building of partners and exit strategy.
- Consolidate financial reports: program budgets, fundraising, expenditures and audits.
- Monitor progress of projects / grants assuring that all financial grant requirements are met, including review of progress in achieving key objectives. Jointly collaborate with program and procurement colleagues to align budget spending with technical and procurement reports as needed.
- Actively engage with partners to obtain feedback on financial project performance, partners need for capacity development, partner's overall financial status, challenges of implementation, linkages with other stakeholders: HQ, other donors.
- Actively engage with technical team for constant feedback on the financial project progress, deliverables quality, sustainability and spending status, reports and audits.
- Support partner capacity strengthening initiatives and provide financial guidance and mentoring when needed.
- Ensure compliance with donor regulations, organizational policies, and financial procedures.

Key qualifications / Experience expected/ Education:

- DCA's core values of being Compassionate, Proactive, Responsible, and Respectful resonate strongly with you.
- Minimum of five years of relevant experience in an international NGO finance department and/or an audit environment.
- At least three years of experience working with local partner organizations.
- Strong understanding of grant management, financial reporting, budgeting, and donor compliance requirements.
- Fluency in both Arabic and English.
- Strong organizational skills with the ability to manage multiple priorities and work independently.
- Excellent communication and stakeholder engagement skills.
- Passionate about the job - Ability to multitask, prioritize, and manage time efficiently

An Added value to have:

- Experience in EU projects
- Fluency in Hebrew
- A valid driving license
- Advanced Excel skills, including financial analysis and reporting.

We offer:

- The opportunity to be part of a highly professional and collaborative team.
- A meaningful, dynamic, and rewarding work environment.
- Opportunities for professional growth and development.
- Flexibility and autonomy in managing your work.
- Duty Station: Ramallah
- Contract Duration: One-year contract subject to a satisfactory probation period.
Extension to an open-ended contract will be based on performance and funding availability.
- Contract Type: Full-time.
- Expected Start Date: 1 October 2026.
- This position is open to national applicants only. DCA is unable to assist with visas or work permits.

To apply for this position:

Please upload your CV and a cover letter that includes your motivation and capacity for the role no later than August 04th, 23:59. Use the following link:

Finance Coordinator I DanchurchAid

While we thank all applicants for their interest, only those selected for interviews will be contacted. Interviews and tests are expected to be held between the 25th-27th of August. However, we reserve the right to conduct interviews at a rolling basis.

All interested candidates, irrespective of age, gender, race, religion, or ethnic affiliation are encouraged to apply for the vacancy. Everyone applying for a job with DCA must be ready to comply with our Code of Conduct, Staff Policy on Prevention of Sexual Exploitation, Abuse and Harassment, and our Child Safeguarding policy.

To know more about DCA and NCA please visit our websites (www.danchurchaid.org and <https://www.kirkensnodhjelp.no/en/>)