

## National Representative, Syria

**18 to 24 months mission (start January 2026 TBC) - 100%, based in Damascus**

[Fondation Hironnelle](#) is a Swiss non-profit organization which provides information to populations faced with crisis. Fondation Hironnelle is searching for a National Representative to supervise the implementation of a project supporting the media coverage of transitional justice processes in Syria, and enhance the sustainability of Fondation Hironnelle's activities in the country. This position could evolve depending on the situation in the field and available funds to pursue activities.

### Mission Description

The National Representative will lead the coordination, and management of Fondation Hironnelle's operations in Syria. This includes the opening of a new office and launching of our new project in partnership with international and local organisations in the field of Transitional Justice and Media Support. These tasks require leadership, flexibility, rigor, and a strong capacity for adaptation.

Representing Fondation Hironnelle locally, the National Representative embodies its values and mission, ensures compliance with regulatory frameworks, and implements the country strategy. He/She provides strategic direction to activities promoting the role of local media and fostering dialogue, while adapting initiatives to meet project needs and organizational objectives.

### Professional Experience

- Proven experience as a Country Director or Head of Mission in Syria in one or more of the following fields : Media Development ; Human Rights & Justice ; Civil Society ; Governance.
- Experience in establishing offices for international organizations/supervising field projects.

### Management Skills

- Strong leadership with demonstrated ability to manage and guide teams.
- Capacity to manage partnerships relations with media organisations, Justice Commission, International NGOs, and civil society in Syria.
- Expertise in project cycle management, planning, and financial oversight.

### Technical and Strategic Knowledge

- In-depth knowledge of donor requirements and funding processes.
- Exceptional analytical, synthesis, and writing skills.
- Familiarity with the media sector; experience managing media-related projects is an asset.

### Languages

- Fluency in Arabic and English is required.

### Other

- Resilient, adaptable, and solution-oriented.
- Syrian nationality and/or residency and/or living in the region (neighboring countries) required.

**Conditions:** Salary is based on local market rates. Fondation Hironnelle has zero tolerance for all forms of sexual exploitation, sexual abuse and harassment, and abuse of power within its ranks. [Consult our policy for preventing and combating harassment and sexual abuse.](#) Fondation Hironnelle is an equal-opportunity employer. We strongly encourage applications from qualified individuals regardless of gender, ethnicity, or disability.

**Application Process:** Please send your complete application (CV and cover letter) to [rh@hironnelle.org](mailto:rh@hironnelle.org) with the subject line "National Representative Syria." The application deadline is December 15, 2025.