

CALL FOR FREELANCE GRANT OFFICER



Grant Officer on external service contract basis for Strengthening African-European Museum Partnerships at the Goethe-Institut in Addis Abeba

The Goethe-Institut Äthiopien is looking for a **Grant Officer** for the project STRENGTHENING AFRICAN-EUROPEAN MUSEUM PARTNERSHIPS. The external service contract will initially run for 12 months starting in **June 2026**. The contract is based on a 40hr working week and an hourly rate of 816.75 ETB.

The Goethe-Institut is launching the project STRENGTHENING AFRICAN-EUROPEAN MUSEUM PARTNERSHIPS. The project is implemented by the Goethe-Institut and Expertise France with funding from the European Union and co-financing from Germany, France, the Netherlands and Belgium. It aims to strengthen cultural and socio-economic relations between Africa and Europe. Specific Objectives are: enhance cooperation and exchange among Africa and Europe to protect, promote and provide access to cultural heritage and its relation to contemporary arts within a framework of more financially secure and audience-focused cultural institutions; enhance intercultural dialogue, contribute to new Africa-EU narratives positively transforming fundamental aspects of EU-Africa relations, especially with regards to mutual understanding among museum actors and audiences in Africa and Europe

The Goethe-Institut is the cultural institute of the Federal Republic of Germany with a worldwide reach. We promote the study of the German language abroad and foster international cultural cooperation. A particular focus of the activities in this region is strengthening the pan-African dialogue and promoting mobile access to information and education.

Through our programs, we encourage intercultural dialogue and cultural participation, we strengthen the development of civil society structures and value exchange. All over the world, we connect people, ideas and cultural innovations. In doing so, we value diversity, equity and inclusion. Further information can be found at [Goethe-Institut Äthiopien | Language. Culture. Germany.](#)

Key Responsibilities:

- The Grant Officer supports the Result Area Officers in the tasks related to the awards of funding, with particular responsibility for the technical, contractual and financial management of the grants

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- She/he advises on the design and communication of grants
- She/he assists in disseminating the calls for proposals in cooperation with the communication officer
- She/he assists with the design of and conduct workshops and trainings on all matters in the funding cycle
- She/he checks the eligibility of the proposals submitted
- She/he supervises and manages the signing of grant agreements with grant recipients
- She/he oversees and supports the implementation of the selected projects and acts as the main point of contact for the grantees
- She/he reviews project reports and initiate procedures for payment authorization
- She/he ensures that data for M&E reports can be collected during project activities
- She/he supports travel and visa processes
- She/he works closely with the project teams and report to the project team manager

Requirements:

- Profound knowledge of European and German funding laws and regulations; or willingness to learn
- Profound knowledge as well as experience in grant design and implementation
- Excellent communication skills
- Willingness to become familiar with Goethe-Institut communication tools
- Good knowledge of English and German; or willingness to learn German
- Willingness and ability to work under pressure
- Willingness and ability to work in a team
- Ability to travel national and internationally
- Work permit for Ethiopia

What makes you stand out:

- Relevant experience working on large-scale cultural projects, preferably in EU contexts
- Relevant experience in monitoring and evaluation, especially of cultural projects
- Relevant experience in managing grants
- Attention to detail

How to apply:

Please send your CV, a short motivation letter and a proposed budget **in one pdf** by email to abel.assefa@goethe.de by **17 May 2026** at the latest.

Please do not consider your application successful if you have not received a reply by 1 June 2026.

Please also enclose the following declaration of consent with your application: 'I consent to the processing of my personal data contained in the application documents for the purposes of the admission procedure at the Goethe-Institut.'

Do you have any questions?

Please do not hesitate to contact Abel Assefa at the Goethe-Institut Äthiopien at abel.assefa@goethe.de.