

VACANCY



Goethe-Institut Ukraine is looking for a qualified

COUNTRY COORDINATOR UKRAINE FOR EU-PROJECT EU4CULTURE II

Employment Volume: 100 %

Hours per week: 40 hours

Place of employment: Kyiv

Duration: from the date of hire until 31.12.2028

The [Goethe-Institut](#) is the official cultural institute of the Federal Republic of Germany and a leading international cultural organization in Ukraine.

The Goethe-Institut Ukraine makes an important contribution to supporting Ukraine's cultural scene, particularly since the start of the full-scale war of aggression against Ukraine. In doing so, we work closely with our Ukrainian partner network in education and culture. To carry out our activities, we are looking for a qualified and highly motivated colleague with permanent residence in Ukraine.

The Goethe-Institut is implementing **EU4Culture II – Sustainable Creative Ecosystems**, a regional program funded by the European Union in the Eastern Partnership region. The program aims to strengthen culture as a driver of economic growth, social development, resilience and participation, while supporting cultural and creative industries, local cultural ecosystems and cultural heritage. It seeks to strengthen cooperation among cultural and creative sector actors, improve the capacities of organisations and professionals, encourage cross-sectoral collaboration, and contribute to participatory policy dialogue and improved governance in the cultural sector.

In Ukraine, EU4Culture II focuses in particular on the development of collaborative **Living Lab platforms in Lviv and Ivano-Frankivsk**, as well as on strengthening intermediary organisations in the cultural and creative sectors. Living Labs bring together cultural actors, public institutions, businesses, civil society and other stakeholders to identify shared challenges, develop collaborative solutions and test new approaches. Intermediary organisations are supported in designing and implementing value propositions that respond to the needs of their respective cultural and creative communities and strengthen the services they provide to the sector.

The program also includes capacity-building, networking and internationalisation activities, as well as policy dialogue and cooperation with relevant public authorities and sector stakeholders.

Within the framework of the program, the Goethe-Institut Ukraine is recruiting a full-time Country Coordinator. The Country Coordinator is responsible for coordinating the implementation of EU4Culture II activities in Ukraine and ensuring their effective delivery in close cooperation with the regional project team, Goethe-

VACANCY



Institut Ukraine, program partners, beneficiaries and relevant national and local stakeholders.

TASKS AND RESPONSIBILITIES

- Coordinate project activities related to Ukraine in close cooperation with the Team Leader and other project staff;
- Liaise with the EU Delegation to Ukraine, project Advisory Board members present in Ukraine, as well as other project partners;
- Contribute to ongoing risk assessment and mitigation;
- Ensure that project visibility requirements are appropriately implemented in Ukraine, including by grant recipients;
- Develop and implement a national communication strategy in cooperation with the project communication team;
- Coordinate grant management procedures in accordance with applicable regulations;
- Liaise with funding recipients, manage and monitor payments, and review and validate reports;
- Coordinate supported activities with selected beneficiaries;
- Coordinate the team of local mentors;
- Support the organisation of country-specific events, capacity-building opportunities and internationalisation activities.

ESSENTIAL SKILLS, EXPERIENCES AND QUALIFICATIONS

- University degree (Master) in arts management or equivalent;
- At least four years of experience in project management to agreed financial and non-financial targets.
- Experience in the management of EU funded projects;
- English and Ukrainian to C1 level. Good German skills will be an asset;
- Excellent computer skills, especially a very good command of MS Office;
- Excellent communication skills;
- Ability to work independently and excellent attention to detail and accuracy;
- Strong organization and time management skills, ability to multi-task, prioritize tasks effectively and respect deadlines;
- Experience in communication with the administrations such as ministries, city councils, EU Delegations;
- Knowledge of the cultural sector in Ukraine and its challenges;
- Experience in organising events, seminars, workshops, mobility schemes.

WHAT WE OFFER

- Fulltime position, a competitive salary and attractive working conditions based on the local Goethe-Institut Ukraine employment schemes;
- To be part of a challenging, multidisciplinary international project providing high-level learning and development opportunities;



VACANCY

- Under normal conditions: working in a modern office in the historic Pechersk district of Kyiv. During the war: possibility to work from home (flextime);
- Attractive salary and employment contract in accordance with Ukrainian labor law;
- 13th month's salary and possibility of obtaining additional company health insurance;
- Free German courses at the Goethe-Institut Ukraine.

HOW TO APPLY

Please create **one** PDF file with the following contents:

- Curriculum vitae and letter of motivation in English.
- University degree and/or other relevant work, education or language certificates, copy of work book.

The Goethe-Institut stands for the diversity of all employees. We welcome applications from all interested parties, regardless of their cultural and social background, age, religion, gender, disability and sexual identity.

The Goethe-Institut strives for a balanced gender ratio.

Send your PDF file to bewerbungen-ukraine@goethe.de with the subject **"Country Coordinator Ukraine EU4CULTURE II" - Name.**

The application deadline is **October 30, 2026.**