Project Lead – Re:Match

*Full-time • preferably based in Berlin / remote with regular travel to Berlin possible •
fixed-term to 31 Jan 2027 (extension subject to funding)*

1 | Berlin Governance Platform (BGP)

The Berlin Governance Platform gGmbH is a non-profit think-&-do tank that promotes *transparency, participation and cross-sector dialogue* to solve societal challenges. We convene policymakers, business, academia and civil society and design governance concepts that deliver sustainable, public-interest solutions reflecting diverse perspectives.

2 | About Re:Match / Re:MatchJob

Re:Match is BGP's flagship social-innovation project, co-funded by the European Social Fund (ESF) and the Deutsche Postcode Lotterie. Using an algorithm-based matching procedure, we relocate Ukrainian refugees currently hosted in Poland to German municipalities on the basis of their individual profiles and preferences. This project phase will place a special emphasis on participants' labour-market qualifications and the skills needs of local economies.

3 | Your Role

As **Project Lead** you carry end-to-end responsibility for the project's successful delivery, impact and compliance. You will manage a multidisciplinary team (policy & advocacy, tech, data science, evaluation) and be the primary interface to donors, partners and municipalities.

Core responsibility	Indicative Activities
Strategic & Operational Leadership	• Inspire and guide a small cross-functional team through "leadership by example," fostering a culture of accountability, empathy and continuous learning. • Translate grant objectives into a time-bound work plan and results framework, and continuously monitor its achievement. • Maintain critical path, risk register and budget (ESF, DPL co-funding).
Partner Management & Consortium Coordination	• Cultivate and steward day-to-day collaboration with our tech partner **Pairity** and **R2P** the Polish NGO partner, ensuring smooth data exchange, aligned timelines and shared decision-making. • Organize and facilitate consortium governance meetings; prepare agendas, minutes and follow-up actions.
Product & implementation Management	• Steer the co-development of the matching algorithm with Pairity and municipal stakeholders. • Oversee execution of each matching cycle and the practical relocation of participants to receiving municipalities, troubleshooting operational issues. • Facilitate co-design workshops, focus groups, and sprint reviews with participating cities and stakeholder groups.
Stakeholder Engagement & Dissemination	• Plan and moderate roundtables, workshops and focus groups in Berlin, Germany, Poland, Brussels (if needed) and online. • Cultivate relationships with German municipalities, European city networks (Eurocities, URBACT, Solidarity Cities), NGOs and think-tanks.

- Oversee the full event life-cycle – budgets, speaker briefs, venue coordination, supplier & designer liaison, print collateral.

Monitoring, Evaluation & Reporting	• Design and lead a robust MEL plan; oversee data collection, analysis and sense-making. • Co-author the project's final report and other major publications; support ongoing monitoring & evaluation.
Compliance & Donor Relationships	• Serve as contract holder for ESF and DPL grants; supervise and coordinate narrative & financial reports; ensure audit-ready documentation.

4. What we're looking for

Essential

- Master's degree (or equivalent practical expertise) in social / political sciences, public policy, migration studies, labour-market economics, human rights, international relations or a related field.
- ≥ 4 years' track record leading complex, multi-partner projects, incl. budget oversight (> €1 m) and donor reporting.
- Thematic expertise in migration, asylum and labour-market or integration policy (Germany & EU).
- Familiarity with evaluation methodologies (theory of change, contribution analysis, cost-benefit, etc.).
- Demonstrated ability to convene and facilitate diverse stakeholders (cities, NGOs, ministries, tech teams).
- Excellent analytical and writing skills; publication record or comparable outputs.
- **Languages:** native/C2 German and fluent English (C1+).

Desirable

- Familiarity with data-driven social-innovation or civic-tech projects.
- Previous work with city administrations or European city networks.
- Ukrainian or Russian language skills.

5. What we offer

- High-impact leadership role in a flagship EU social-innovation project.
- Flexible, remote-friendly working culture (core hours CET).
- Salary in line with German non-profit sector (TV-L 13 equivalent) and commensurate with experience.
- 30 days' annual leave + public holidays where you are based.

6. How to apply

Please send **one PDF** containing:

1. A CV (max. 3 pages).
2. A cover letter (max. 2 pages) that highlights a recent advocacy achievement relevant to migration or labour-market policy.
3. One writing sample (policy brief, op-ed or similar, DE or EN).

to **career@governance-platform.org** with the subject line **"Project Lead – Re:Match"** by **07 September 2025** (23:59 CEST). Early applications are welcome. Interviews will be held online in September 2025.

BGP is committed to diversity, equity and inclusion and warmly encourages applications from people with lived experience of migration or displacement.