



Vacancy Announcement

PROGRAM OFFICER

October 2026

Location:	Geneva, Switzerland
Starting date:	1 November 2026
Work rate:	80–100%
Duration:	6 months, with possibility of extension
Contract:	Fixed-term staff employment contract
Application deadline:	Friday 16 October 2026

About Aroha

Aroha is an independent, international non-profit organization, established with its seat in Geneva in 2017 and operating worldwide. Aroha works to avert climate chaos by mobilizing action towards limiting global warming to 1.5°C, enhancing protection of vulnerable communities and ecosystems, and maximizing the benefits of the transition to a climate-resilient future.

Aroha advances these objectives through a combination of policy-linked analytics, international policy and diplomatic engagement, program development and implementation, strategic partnerships, and global communications. Aroha is a small and agile organization, working from its Geneva base with a compact core team and a large global network of collaborators and partners.

The Role

Reporting to the Executive Director, the Program Officer will support development and implementation of Aroha's principal program and contribute to other and related programmatic and institutional work. Working closely with Aroha's Senior Advisor, Operations Officer and wider team, the role will help coordinate and realize key research, policy and communications products, work across Aroha's network of partners and collaborators, and contribute to Aroha's policy engagement and presence in Geneva and internationally.

Responsibilities include, but are not limited to:

- **Program and product development:** coordinate interconnected strands of work towards a new global equity-based assessment of Paris Agreement compliance on emissions and adaptation finance, liaising with research, data, technical and other partners and tracking contributions and timelines;
- **Policy products and engagement:** support development and production of policy reports, briefs and other outputs; monitor international climate, development and human-rights processes, including the UNFCCC, UN General Assembly and UN Human Rights Council; and represent Aroha at relevant meetings;



- **Partnerships and networks:** develop and sustain relationships with governments, international organizations, permanent missions, civil society, research institutions and other partners, and support joint activities and policy dialogue;
- **Digital and social-media communications:** oversee a social-media and digital communications campaign supporting the introduction of Aroha and partners' new assessment and policy products, including content, schedules and monitoring of reach;
- **Website management:** monitor and regularly update Aroha's website, ensuring content is accurate, current and aligned with program outputs and campaigns, and direct the work of digital colleagues or consultants supporting this work;
- **Program coordination, reporting and resource mobilization:** support work planning, monitoring and narrative reporting; support resource mobilization and donor reporting; and oversee interns and junior personnel; and
- undertake other programmatic, operational or administrative tasks as required.

Your Profile

- Master's degree or equivalent advanced university degree in international affairs/relations, public policy, environmental or climate studies, international development, economics, law, political science, policy communications or a related field; a Bachelor's degree combined with particularly relevant professional experience may also be considered.
- Approximately 3–6+ years of relevant experience in program implementation, policy, research, communications or partnerships, preferably in a non-profit or international organization, diplomatic representation or research institution; experience in climate change policy and research, international policy processes, online policy campaigns and international climate policy networks is a strong asset;
- Strong program coordination, research, analytical and drafting skills, with the ability to structure interconnected workstreams and follow contributions through to completion;
- Demonstrated ability to work effectively with partners and stakeholders, develop and sustain professional relationships, and represent an organization confidently at external meetings;
- Experience with digital and social-media communications, including basic experience with WordPress or similar website content management systems, alongside excellent interpersonal, oral and written communication skills and a collaborative, proactive and solutions-orientated approach;
- Ability to guide interns or junior personnel and to work autonomously against agreed priorities and tight deadlines; proficiency in Microsoft Office and Google Suite;
- Fluency in English is required; professional working proficiency in French and/or knowledge of an additional UN language(s) is an asset.

How to Apply

Complete the application form <https://forms.gle/8bzU6wn24HBLVAuf9> by Friday, 16 October 2026. Compensation will be determined in relation to experience, occupation rate and Aroha's non-profit salary scale. For any questions, please contact applications@aroha.ngo.