Call for Vacancy Applications

**Tourism Support Services Facilitator**

The Promoting Private Sector Employment (PPSE) project in Kosovo is looking for a Tourism Support Services Facilitator. This is a full-time position for a period until 31 December 2023. PPSE is financed by the Swiss Agency for Development and Cooperation and is implemented by a consortium of Swisscontact and the Riinvest Institute. PPSE applies the Inclusive Markets/Market System Development Approach. PPSE applies a rigorous methodology on the monitoring and results measurement process, which is based on the Donor Community for Enterprise Development Standard and the Swisscontact Monitoring and Results Measurement Guidelines. PPSE started in 2013, and is currently in Phase III, which will be completed on 15 November 2025.

Duties and responsibilities of the Tourism Support Services Facilitator:

* In close collaboration with the PPSE tourism team, continue to implement the PPSE tourism strategy.
* Work with tourism market actors; maintain a network of core value chain actors and service providers and actors in the regulatory framework
* Facilitation of interventions based on business models, with a more specific focus around tourism support services intervention area
* Continuous monitoring and results measurement of sector interventions
* Apply the Market System Development approach throughout project implementation
* Contribute to social inclusion, mainstreaming gender and minority issues through sector interventions

Minimum requirements

* Minimum of bachelor’s degree in economics, social studies, or other relevant discipline
* At least 2 years of similar professional experience
* Excellent written and spoken communication skills in English and Albanian
* Ability to analyse data and minimum understanding of Monitoring Result Management (MRM) and Inclusive Markets/Market System Development approach
* Ability to travel extensively in Kosovo
* Ability to act independently and take initiative
* Good interpersonal skills and team player
* Experience in project environment is preferred
* Experience with private sector is preferred
* Experience in facilitating services for tourism promotion is preferred

Applications from men and minority groups are encouraged.

Expected starting date: 1 July 2023

**Application deadline**

11th June 2023, 17:00 hrs

**How to Apply:**

Please submit your CV, motivation letter and proof of your completed education at [venera.dyla@swisscontact.org](mailto:venera.dyla@swisscontact.org). Please also provide contact details of three professional references.

**More information**

For more details on the job, please write to: ppseinfo@swisscontact.org   
Further general information on PPSE can be obtained from our website: www.ppse-kosovo.org