

Programme Officer – Latin America (Green Corruption)

Place of work:	Lima, Peru
Employment rate:	100%
Start date:	As soon as possible
Contract type:	1 year with possibility of extension
Other:	Must be eligible to work in Peru; for Peruvian nationals only

Basel Institute on Governance

The Basel Institute on Governance is a hands-on centre of expertise dedicated to promoting good governance and countering corruption for a more peaceful, just and sustainable world. Established in 2003 in Basel, Switzerland, the Institute works with partners worldwide to advance knowledge, practice and policy on anti-corruption, asset recovery and business integrity. With field operations worldwide, it has some 150 staff covering 32 nationalities. The Basel Institute is an Associated Institute of the University of Basel.

The Basel Institute's Green Corruption programme focuses on applying our in-house expertise and experience in preventing corruption and enforcing anti-corruption and anti-money laundering standards in the environmental sector. The programme covers corruption and financial crime related to the illegal trade in wildlife, forestry and timber products, fish and mining, as well as governance challenges in the energy transition, carbon markets and critical minerals.

Job description

The Programme Officer supports the implementation, coordination, monitoring and evaluation (M&E) and reporting of the Basel Institute's Green Corruption programme in Latin America. The role combines programme coordination, M&E, stakeholder engagement and knowledge management. The Programme Officer reports to the Programme Manager and works closely with the Senior Specialist, Corruption Prevention. The position is based in Lima, Peru and is for Peruvian nationals only.

Key responsibilities

Programme coordination and implementation support

- Support the preparation and implementation of activities, training, study visits, missions and programme activities in Latin America.

- Support the implementation of work plans in collaboration with programme management and technical experts.

Monitoring and evaluation support

- Support the development and implementation of project-level M&E frameworks in coordination with the Green Corruption M&E Specialist.
- Support timely data collection as well as the design and use of pre-/post-activity surveys, assessments, feedback mechanisms and other learning tools.
- Support documentation and analysis of programme results, lessons learned, case studies and impact stories.

Financial and compliance support

- Support budget monitoring and provide inputs to financial reporting and forecasting.
- Support procurement and other programme-related financial processes in accordance with Basel Institute and donor requirements.
- Support donor compliance, audits, evaluations and programme reviews within assigned responsibilities.

Stakeholder engagement

- Support coordination with partners, government stakeholders and donors, including organising in-country missions.
- Maintain databases of programme contacts.

Qualifications and skills

- Bachelor's degree in international development, law, social sciences, business administration or a related field, or equivalent experience; a Master's degree is an asset.
- 3–5 years of experience in programme support or coordination, ideally in development cooperation or technical assistance
- Experience with M&E data collection, results frameworks and reporting is an asset.
- Experience with donor reporting and compliance is desirable.
- Strong drafting skills (reports, presentations, meeting documentation)
- Strong skills in database maintenance as well as event and mission logistics
- Ability to work across cultures and time zones
- Proficiency in written and spoken English (at the minimum professional working proficiency level); Spanish native speaker

Offer

We offer an interesting and rewarding working environment with a proactive, dynamic and international team spirit. The work is both routine and varied, and offers scope for initiative and innovation. The salary is competitive.

Application

Please submit your application at your earliest convenience, but no later than **20 October 2026**, using the following link: <https://intranet.basel.institute/job/apply/99>. Applications will be reviewed on a rolling basis.

*** Why work with us? Watch this [video](#) to find out more. ***

Equal opportunity employer

The Basel Institute is an equal opportunity employer. It does not discriminate on the basis of race, religion, colour, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disability, national origin, veteran status or any other basis covered by appropriate law. All employment is decided on the basis of qualifications, merit and business need.