



SUPPORTING
CATALYSTS OF CHANGE
FOR JUST SOCIETIES

The Netherlands Helsinki Committee (NHC) is looking for a highly motivated professional for the position of:

Programme Officer
(32-36 h/w)

About the NHC

The Netherlands Helsinki Committee is a non-governmental organisation that promotes human rights, the rule of law, and justice across wider Europe. Building on more than 35 years of experience, our mission is to inspire, engage, and support catalysts of change in building just and rights-respecting societies.

We strengthen capacities, amplify voices, and build bridges between civil society, governments, and justice actors. Through advocacy, peer-to-peer exchange, and collaboration, we address challenges such as shrinking civic space, accountability for serious human rights violations, and threats to democratic governance.

Our office is located in the heart of The Hague at the Nutshuis and hosts an international team working across projects focused on areas of Human Rights Defence, Integrity and Accountability, and Rights-Based Justice.

About the role

We are seeking a highly motivated Programme Officer to implement and support programmes that strengthen civic space, democratic participation, and rule of law at national and international levels, and that facilitate dialogue between civil society, policymakers, and other stakeholders. Key thematic areas include civic space, disinformation, democratic governance, and rule-of-law challenges across wider Europe.

You will work closely with the Programme Manager, your colleagues, and partners to ensure high-quality implementation, sound financial management, and meaningful engagement with civil society and institutional stakeholders.

This is a hands-on position combining substantive programme work with project coordination, donor compliance, and partner support as well as advocacy-related activities. You will operate in a dynamic international environment requiring flexibility, diplomacy, and strong organisational skills.

An important component of the role involves engaging with civil society and institutional stakeholders in the Netherlands and across Europe, monitoring legal, political, and societal developments affecting civic space, and facilitating dialogue between actors with diverse

perspectives. The role therefore requires a strong understanding of relevant policy contexts at Dutch and European levels, and the ability to build trusted relationships across sectors.

Tasks and responsibilities

In coordination with the Programme Manager, and in close collaboration with colleagues, the Programme Officer will:

- Coordinate and support the implementation of advocacy- and human rights defence-focused projects, monitoring progress on deliverables, timelines, and budgets;
- Liaise with (Dutch) (civil society) partners, experts, and institutional stakeholders to support advocacy, dialogue, and coalition-building efforts;
- Plan and organise meetings, trainings, advocacy events, and expert exchanges, at both a national and international level, on topics ranging from EU accession processes to media freedom, rule of law, and shrinking civic space in wider Europe;
- Prepare high-quality narrative and financial reports for donors, including compiling and processing input from partners, and work closely with the Finance team to ensure adherence to donor requirements and internal processes;
- Support the development and dissemination of analytical, advocacy, and communication outputs linked to programme activities;
- Contribute to proposal development and strategic initiatives as required.

Required qualifications and skills

- A Master's degree in Human Rights, International Relations, Law, Public Policy, or another relevant field (or equivalent experience);
- At least five years of relevant experience in human rights, advocacy, or civil society work, including project coordination;
- Strong experience in project administration, including financial management and donor reporting; experience with EU and/or Dutch government funding is highly desirable;
- Familiarity with justice and accountability processes, civic space issues, international law/international accountability frameworks, and/or advocacy at the OSCE or Council of Europe level;
- Demonstrated professional network within (Dutch) civil society, advocacy organisations, academia, media, or relevant public institutions;
- Excellent command of Dutch and English;
- Knowledge of monitoring and evaluation principles and project cycle management;

- Strong writing, organisational, and communication skills, with an eye for detail;
- Ability to work diplomatically across cultures and apply an intersectional approach;
- Knowledge of and affinity with the region in which the NHC works;
- Hands-on, flexible, and comfortable working in a dynamic environment;
- Willingness to travel when required.

What we offer

- A gross monthly salary between € 3.568 and € 4.324 (based on a full-time position of 36 hours), depending on experience;
- 8% holiday allowance and a 1.5% end-of-year bonus;
- Participation in the collective pension scheme;
- An initial one-year contract, with the possibility of extension.

Apply

If you are interested, please submit your resume and a motivation letter in Dutch or English via <https://app.smartsheet.com/b/form/019c9ea9096373239c8a3f1f625abf24>. For inquiries, please email office@nhc.nl to the attention of Marcela Rilovic, Programme Manager. **Candidates may apply until 17 March 2026, 23:59 CET.**

Non-EU candidates need to have a valid work permit to be considered for this role. Only shortlisted candidates will be contacted. Due to the high volume of applications we receive, we are unable to provide individual feedback to candidates that are not shortlisted.