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[European Solidarity Corps Humanitarian Aid Initiative](#),
Commission's Directorate General for Education and Culture (DG EAC)



Volresdrr: Nurturing Humanitarian Aid Corps Volunteers solidarity and competences by empowering Resilient Communities: A Multisectoral Approach to Disaster Risk Reduction and Gender-Responsive Actions.

ESC HUMANITARIAN VOLUNTEER IN GRANTS MANAGEMENT IN GUATEMALA

1 position

Deployment dates: November 2025 – September 2026

The European Solidarity Corps in **Humanitarian Aid** is an EU funding program for young people wishing to support, as volunteers, humanitarian aid operations in third countries outside of the EU that have faced humanitarian disasters or need to increase their preparedness to possible disasters in the future. Volunteers will support humanitarian aid operations while learning new skills, improving, and properly validating their competences.

The program is open to 18-35 years old individuals, EU citizens or legally residing in an EU Member State or in a third country associated to the Program (Iceland, Liechtenstein, Turkey and Republic of North Macedonia), who have registered in the European Solidarity Corps Portal.

In line with its Inclusion and Diversity Strategy, the program aims at including young people with fewer opportunities. Young people from disadvantaged communities such as racialized groups, refugees, migrants with long term residency in EU, members of minority gender identities and sexual orientations, people with disabilities, minimum income, long term unemployment and remote geographical areas, are strongly encouraged to apply

Action Against Hunger

Action against Hunger is an international non-governmental private organization that is politically and religiously neutral and non-profit. Established in 1979 in France to implement interventions worldwide, its vocation is to fight against hunger, physical suffering and situations of distress that threaten the lives of men, women and children. <https://www.accioncontraelhambre.org/>

Action against Hunger upholds the Humanitarian Principles of Independence, Neutrality, Non-Discrimination, Free and direct access to people in need,

professionalism, and transparency.

<https://www.accioncontraelhambre.org/en/our-principles>

Action against Hunger is an equal opportunity employer.

HUMANITARIAN CONTEXT

Action against Hunger has been working in Central America since 1998 aiming to help most vulnerable communities to recover from the effects of several natural disasters due to natural or man-made phenomena, while working with at-risk communities to address endemic economic instability and poverty. The work of Action Against Hunger in the region during this time and specifically in Guatemala, Honduras and Nicaragua has focused on Food Security and Nutrition, WASH, Disaster Risk Management and emergency response. Moreover, Action Against Hunger has led regional initiatives focused on improving the drought-resilience in national and local public institutions, and mainly in rural communities in the Dry Corridor. In addition, Action Against Hunger has been implementing emergency and rehabilitation responses to crises, such as hurricanes, the food crisis from 2015 to date, and the response to population displacement, including international migrations in different directions and from different origins.

SECURITY CONDITIONS

There is a complex context in Guatemala due to the current socio-political situation in the country, protests by different sectors of the population, and the high crime rate. The availability of employment, the closure of businesses and the reduction of unskilled labour demand is increasing poverty levels in Guatemala.

SECTORS

- **Disaster prevention and recovery**
- **Disaster risk reduction**
- **Livelihoods (Employment & Entrepreneurship)**

TASKS

Objective 1: Contribute to Proposal Development, Reporting and Award Management.

- Follows up with Head of Bases and Project Managers on grants execution.
- Support the organization and follow-up of grant opening meetings, periodic grant review meetings (global and regional project review meetings) and grant closing meetings.
- Maintain and update the proposal and reporting schedule, ensuring all stakeholders are aware of the reporting schedule and their specific roles.
- Maintain and update GESPRO and INTRANET database and files.
- Support the development and timely submission of donor reports and other reports or updates as needed.
- Participate in closely and accurately track active contracts/grants/sub-grants, modifications, monitor deliveries, and maintain a database that

support compliance and reporting initiatives.

- Participate and liaise with other departments to highlight and, where necessary, resolve issues identified in project reports or data.
- Actively support the preparation and review of contracts and agreements, including statement of work, flow down terms, and other regulatory compliance when required by HQ.
- Support the development of award/contract modifications.
- Assist the Senior Grant Manager on specific tasks when needed.

Objective 2: Support with partners management:

- Participate in the planning, budgeting and project following and closing process.
- Support with Revision of MOUs and partner agreements.
- Support with Due Diligence processes in coordination with the Business Development Specialist related to new proposals.

Objective 3: Contribute to the mission's risk management linked to the implemented projects.

- Participate in the mission's implementation of risk diagnosis and analysis tools.
- Participate in the verification and guidance of the compliance that partner organizations must meet in accordance with AAH and donor requirements.

Objective 4: Communication and Awareness on ESC Aid Volunteers Initiative

- Write and publish articles describing the experience of volunteers in the field.
- Collect audiovisual materials for use in public awareness activities.

REQUIRED COMPETENCES

Studies: Degree in Business Administration, Project Management or relevant studies is a must. Master's Degree preferred (MBA, PM, Finance) /Master in cooperation and development or humanitarian aid, monitoring and evaluation or economic and social sciences studies.

Languages: Fluent (C1) written and spoken Spanish. Upper-intermediate (B2) written and spoken English.

Skills: Excellent writing and communication skills. Motivation to contribute to development and to serve others. Good communication and interpersonal skills.

Experiences: Prior work experience in related subjects and volunteering will be valued.

CONDITONS AND BENEFITS FOR THE VOLUNTEER

The volunteer will be deployed to Action Against Hunger Guatemala.

Duty station: Guatemala City, with missions to the field.

Length of Deployment: 10 months, 38 hours per week, with weekends off.

This position offers the opportunity to volunteer in the context of the ESC Humanitarian Aid Volunteers initiative.

The volunteer will have a standard of living similar to the standard in the country. The working calendar will correspond to the agenda and system established in the field. Five resting days every 6 months considered as break periods to disconnect from daily activities are granted by the organization.

A monthly Subsistence Lump Sum will be provided to cover basic needs such as food and personal hygiene items. Accommodation, Travel costs, Visa, Pre-deployment medical check + vaccinations, Allowance.

Learning Opportunities: the ESC Humanitarian Aid Volunteer will attend online before and on-site induction at the moment of her/his deployment. Training during deployment will also be offered to improve the volunteer's skills and competences.

HOW TO APPLY

Applications are made exclusively through the European Youth Portal.

All persons interested in submitting their candidatures **MUST** first:

- Register for the [European Solidarity Corps](#) program.
- In their European Solidarity Corps profile, indicate their interest in [Volunteering in Humanitarian Aid](#).
- Pass the free and compulsory free online course.
- Be available for, and pass, a 5 day in-presence training course of the EU Academy already open and available.

