

Job Description: Innovative Financing Intervention Specialist, PS-HOST Project

Reports to	Program Lead
Direct Subordinates	N/A
Location	Tbilisi, Georgia
Duration	1/08/ 2026 – 31/07/2030

General context for the position

Swisscontact – the Swiss Foundation for Technical Cooperation – is a leading organisation in international development and cooperation, operating worldwide since 1959. It is the business-oriented independent foundation for international development cooperation and is represented in 41 countries with over 1200 employees. Since 1994, Swisscontact has been operating in seven developing countries in Eastern Europe, contributing to stronger economies and societies.

Swisscontact is preparing to launch a new initiative to support Georgia’s hospitality sector, positioning the private sector as a key driver of industry-relevant skills development. The project, **Private Sector-driven Hospitality Skills for Employment (PS-HOST)**, is envisioned to enhance inclusive employment in the industry and create better income opportunities for youth, women and men—particularly disadvantaged groups from rural areas. To achieve this, the project will contribute to the development of a private sector-driven, Swiss-quality skills development ecosystem that delivers market-relevant training, career guidance, recruitment services, and innovative financing solutions.

The project aims to address systemic challenges in the hospitality labour market, including the shortage of skilled personnel, low service quality, high staff turnover, and limited access to quality training for rural underserved populations. Through strong collaboration between the private sector, public institutions, and Swiss partners, the project will promote sustainable workforce development and contribute to the long-term competitiveness of Georgia’s hospitality sector.

Purpose of the Position

Reporting to the Program Lead (PL) of the PS-HOST Project, the *Innovative Financing Intervention Specialist (hereinafter, Intervention Specialist)* is responsible for supporting the design, facilitation, implementation, and monitoring of project intervention related to introduction of innovative financing mechanisms in Georgia’s hospitality sector, including Impact-Linked Finance (ILF), Talent Voucher, other.

The Intervention Specialist facilitates cooperation among project partners and stakeholders towards achieving intervention goals and systemic change objectives. This includes direct engagement with government agencies, financial institutions, international and local funds, private companies and development partners. The role requires building strategic partnerships, coordinating implementation processes, supporting the development of interventions, and contributing to sustainable and measurable results.

The Intervention Specialist contributes to intervention planning, adaptive management, and learning processes through participation in steering, coordination, and market systems review meetings. The position

also supports monitoring, evaluation, and results measurement activities, including data collection, analysis, and documentation of lessons learned in line with the DCED Standard and project M&E requirements.

The role requires strong analytical, facilitation, networking, and coordination skills, as well as the ability to work effectively in a dynamic multi-stakeholder environment and contribute to market-driven solutions for skills development and employment in Georgia's hospitality and tourism sectors.

Tasks and Responsibilities

Intervention Design and Development

- Participate in the design and development of detailed intervention plans
- Contribute to intervention planning and the development of the intervention portfolio
- Participate in stakeholder consultations and partnership strategy development to define project and partner roles, responsibilities, and contributions
- Develop comprehensive intervention plans comprising detailed activity schedules, results chains, and corresponding indicators aligned with the DCED Standard in collaboration with other Intervention Specialist(s)
- Support the identification and development of innovative financing and partnership models related to Impact-Linked Finance (ILF), Talent Voucher mechanisms, private sector's access to sustainable financing.

Intervention Implementation

- Coordinate and maintain effective working relationships with key project partners, including government agencies, banks and investment funds, development finance institutions, private and consulting companies
- Support the introduction and implementation of innovative financing mechanisms and facilitate the identification and engagement of relevant partners, investors, financial institutions, and outcome payers
- Support coordination and facilitation of activities related to the Talent Voucher mechanism and other inclusive financing instruments benefitting disadvantaged groups
- Participate in intervention steering and coordination workshops to provide up-to-date information and present progress against intervention strategies
- Support the implementation of relevant cross-cutting themes across interventions, as needed
- Prepare for and participate in regular market systems review meetings at both intervention and "helicopter lens" levels
- Collaborate and jointly plan activities with other Intervention Specialist(s) and project team members
- Support the Project Lead (supervisor) in all aspects of project implementation.

Intervention Monitoring and Evaluation (M&E)

- Lead results chain and measurement planning, as well as ongoing data collection, analysis, and review of changes against intervention plans for allocated interventions in close coordination with the Monitoring and Evaluation (M&E) team
- Monitor and document work progress against measurement plans in coordination with the M&E team.
- Contribute to systemic change monitoring, sustainability assessments, and learning processes related to innovative financing and partnership models

- Participate in cost-effectiveness and cost-benefit analyses as part of the project's value-for-money monitoring processes
- Contribute to annual and semi-annual project reporting processes, including coordination of technical inputs and preparation of intervention-related documentation.

Other

- Support Knowledge and Content Management (KCM) processes by capturing and documenting key learning points, good practices, and lessons learned from interventions to inform project steering and adaptive management
- Represent the project in relevant meetings, workshops, and networking events when required
- Other reasonable tasks as assigned by the supervisor or Country Director.

Working Conditions and Environment

According to the Country Manual / Operations Manual.

Requirements

- At least a bachelor's degree in economics, finance, business administration, or a related field, a master's degree is considered an advantage.
- At least three years of professional experience in the management and implementation of international development projects, preferably in the fields of economic development, banking and finance (particularly, inclusive and socially responsible banking)
- Good understanding of financial and economic concepts, including innovative financing mechanisms, investment facilitation, or financial sector engagement
- Experience or strong interest in Impact-Linked Finance (ILF), results-based financing, blended finance, or other innovative financing mechanisms would be a strong advantage
- Experience in building partnerships with public and private institutions
- Existing professional network within Georgia's financial sector would be considered an advantage.
- Demonstrable experience in ensuring the mainstreaming of gender equality and social inclusion principles in development projects
- Competencies in applying Market Systems Development (MSD) and Private Sector Engagement (PSE) approaches would be a strong advantage
- Strong interpersonal, facilitation, communication, negotiation, and networking skills, with the ability to engage effectively with diverse stakeholders
- Strong analytical, coordination, and problem-solving skills
- Experience working with donor-funded projects
- Excellent report-writing and communication skills in English and Georgian.

How to apply

Are you interested in a fascinating job in an international context, and strive for contributing to excellence and making a difference? We offer a challenging scope of duties and believe strongly in personal responsibility.

Send a CV (no more than 4 pages) and a cover letter (max. 1 page) in English stating why you are interested in working with Swisscontact as PS-HOST Project Innovative Financing Intervention Specialist, to: info.georgia@swisscontact.org

- Please write this subject in your e-mail application: Job applicant: Innovative Financing Intervention Specialist. **Private Sector-driven Hospitality Skills for Employment (PS-HOST)**. Only shortlisted candidates will be contacted.
- The deadline for applications is 20 Jun 2026.