

Global Integrity Officer (parental cover)

Position type:
Almindelig ansættelse

Oxfam Denmark is looking for a Global Integrity Officer (paternity cover). Main areas of responsibility are:

- Oversee risk, compliance and governance (integrity) frameworks and their execution
- Assurance (internal audit), ad hoc and when time allows
- Coordinate domain owners across EOL and ODK
- Raise risks to appropriate management fora in ODK

Deadline:
25-10-2026

Starting date:
12-2026

Location:
Education Out Loud v/Oxfam
Danmark / Lyngbyvej 100, b3 2,
2100 København, Denmark

A major part of the role relates to <https://educationoutloud.org/> - an extensive programme spanning support to civil society organisations in more than 60 countries.

Responsibilities and tasks

Within the period of this parental leave cover from approximately mid-December 2026 to mid-May 2027, the specific tasks are the following and its prioritisation and timing to be agreed with the relevant line manager (EOL Global Programme Manager):

- ODK and EOL's point of entry for misconduct-cases, triage and coordination with subject-matter-experts (such as for safeguarding, corruption and HR/interpersonal misconduct.
- Periodically present case overview and propose further action to Misconduct Risk Committee.
- Draft case summaries to donors in close coordination with main donor relations staff.
- In connection with the first EOL2 call for proposal, be responsible for:
- Reviewing the current grant management template with an eye to improvements, drawing on past experiences and suggestions for improvement.
- Reviewing the current due diligence process with an eye to improvements, drawing on past experiences and suggestions for improvement.
- Assisting in rolling out the EOL2 Virtual Integrity Team structure, including populating the annual wheel of deliveries and domain owner one-pagers and guiding Regional Management Units (RMUs) in rolling out the same for grantees
- Supporting the integration of findings and data from due diligence, grant monitoring, MEL, audit, financial reporting and integrity-related case management into ongoing risk oversight and decision-making.
- Supporting production and development of monitoring and reporting products for management, governance bodies and GPE, including risk and integrity reporting mechanisms and associated guidance.
- If time and tasks allow, as agreed with the line manager:
- Contribute to finalising the pension procurement
- Contribute to the internal audit of ODK's main external parties, sourcing history and documentation (contracts, waivers etc.).

Your qualifications and competences

- Academic background and professional seniority and experience relevant to programme and project work will be looked upon favourably.
- NGO-background will be beneficial but is not mandatory.
- The precise composition of tasks will be calibrated to the chosen profile's skills and experience.
- Strong communication skills in English

We offer

- Preferred start date: 01 December 2026

- Role is a full-time position (37 hours/week including lunch break) but Oxfam Denmark is open to discuss arrangements of fewer hours and their prioritisation. We have flexible working hours including the opportunity to work from home 1-2 days a week.
- Salary and pension according to applicable collective agreement: AC/State.
- The workplace is Oxfam Denmark's office at Lyngbyvej 100, 2100 Copenhagen Ø, in the new VOX building together with 11 other NGOs, close to Ryparken Station. Our staff is appx. 70 people.
- We support a lunch scheme in the shared VOX canteen, where the food is predominantly vegetarian.
- Health insurance and massage as gross salary schemes, as well as free weekly yoga.

Application process

Click the Apply button and submit your application and CV to us as soon as possible and no later than 25 October. We will conduct interviews in week 45 and 46.

Please note that we do not accept applications outside of our recruitment system. We encourage all qualified applicants to apply - regardless of ethnic background, gender, sexual orientation, disability, religion or age. It is necessary that you are eligible for employment in Denmark.

EOL Global Programme Manager Lars Udsholt (lu@oxfam.dk) can be contacted for further information.

About Oxfam Denmark

Oxfam Denmark is an independent and member-based development organisation. We have the world's best cause and high ambitions. Through education, support to civil society and in collaboration with our partners, we fight inequality and poverty in the Global South. Together with 20+ other organisations, we form the Oxfam International confederation, one of the world's largest and most influential development organisations. In Denmark, we are a clear and significant player in the public debate on issues such as tax havens, rising inequality, climate change and the right to education.