



## People & Culture Partner

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### Who we are:

The purpose of SAT-7 is to provide Christian content through satellite television, digital and social media to support the work of the church in the Middle East and North Africa.

### Join Our Team as a People & Culture Partner

We're seeking an experienced People & Culture Partner to help shape an exceptional employee experience and foster a positive, values-driven organisational culture. In this pivotal role, you'll work closely with managers to drive talent development, manage the full employee lifecycle, and lead key initiatives across performance, engagement, well-being, and reward.

If you're a proactive and solutions-focused professional who's passionate about creating a supportive and thriving workplace and you enjoy working in a friendly, collaborative and values-led team, we'd love to meet you.

### What we offer:

- Flexible working hours
- Hybrid work model – work from home up to 2 days per week
- Medical Insurance
- Provident Fund
- A supportive team environment where growth and learning are encouraged

### Summary of key responsibilities:

- Partnering with the managers to create talent development programs that nurture employees' skills, provide opportunities for growth, and ensure a strong pipeline of future leaders
- Collaborate with managers to align HR strategies and organizational goals
- Act as a trusted advisor on people related matters including workforce planning, employee concerns and resolving conflicts
- Serve as point of contact for employees, playing a role in enhancing their overall experience
- Play a role in cultivating culture, and employee engagement; help drive communications and changes to create a culture of transparency and agility
- Update and implement P&C policies and procedures
- Oversee the entire employee lifecycle, starting from the onboarding process for new hires and extending to offboarding. Preparing job descriptions, posting adverts and managing the hiring process
- Advising total rewards and compensation design by understanding our philosophy, strategies, and data that will drive culture, engagement, and understanding, ensuring we maintain internal pay parity and transparency
- Help design and implement strategic steps for P&C

- Responsible for leading, executing and implementing new initiatives/strategies around Employee lifecycle, Volunteering program, Total rewards, Learning & Development, Performance Management, Talent and Succession planning, Staff Care/Well-being, as assigned by P&C Director
- Analyze P&C metrics to identify trends and recommend actions

**Qualifications and requirements:**

- Excellent knowledge of P&C functions
- Proven experience (3-5 years) in similar roles
- MSc in Human Resources Management or relevant degree
- English and Greek is a must.
- Strong knowledge of employment laws, HR policies and best practices
- Organisational and time management skills
- Ability to multitask and prioritize daily workload
- Excellent verbal and written communication skills
- Discretion and confidentiality
- Ability to build positive working relationships and contribute to a supportive team culture

**Location**

Nicosia, Cyprus

**Deadline:** 14 September 2025

To apply for this position, please send your CV along with a cover letter to [hr@sat7.org](mailto:hr@sat7.org). Please include the position you are applying for in the subject line of your email.