



Job Title: Head of International Advocacy

Job purpose: to strengthen ECRE's advocacy work through developing and managing collective advocacy work bringing together ECRE Secretariat and its members, managing ECRE's advocacy team, and developing and leading new advocacy initiatives. As part of a process of organizational restructuring and revival, ECRE is further developing its advocacy work to build on its respected legal work and its recently expanded communications work.

ECRE is an alliance of 96 NGOs in 40 European countries which works to defend and promote the rights of refugees, asylum-seekers and displaced persons in Europe and internationally. ECRE has existed for more than 40 years but there has never been a greater need for its work.

Start date: As soon as possible.

Line management: Reports to ECRE Secretary General; line manages 4 to 6 staff members.

Key Responsibilities

The Head of International Advocacy will deliver the following specific tasks:

1. Ensure ECRE meets its advocacy objectives

The Head of International Advocacy (HoIA) will ensure that ECRE is meeting its advocacy objectives, including overseeing delivery of all commitments to a high standard. This includes activities already agreed, especially under the grant that will support the position, such as power analysis, policy roundtables, publications, and project commitments. It will also include new activities which the HoIA has the mandate to develop. ECRE currently works on external affairs, return, rights of refugee children and inclusion, with extensive work on the Common European Asylum System also taking place (but not a primary focus of this position). The HoIA will put in place a strategic approach to ECRE's advocacy based on development of change objectives, identification of power-holders, design of activities to influence, and monitoring of results.

2. Develop and manage collective advocacy work, including refugee-led advocacy

There are three types of collective advocacy work that HoIA will manage. First, one of ECRE's priorities is to strengthen collective work with its membership. The HoIA will both lead and support others to manage collective advocacy work bringing together ECRE Secretariat and its membership. This includes ensuring that ECRE's working groups function effectively. Second, ECRE has been exploring inter-regional advocacy and this should be further developed by the HoIA. Finally, one of ECRE's strategic priorities is to support the inclusion of refugees in all aspects of its work. The HoIA will support this by overseeing a programme of support to refugee advocates and ensuring that refugee advocates and refugee-led organisations are included in all aspects of ECRE's advocacy work.

3. Develop and lead new advocacy initiatives

The HoIA will develop and lead new advocacy initiatives, specifically international advocacy with networks and partners in other regions, and embryonic initiatives on security and migration, EU

funding for refugee protection, and gender. Other topics and initiatives may be added depending on the expertise of and opportunities identified by the HoIA, and ECRE organisational needs.

4. Manage ECRE's advocacy staff

The Head of International Advocacy will be responsible for line management of staff in the advocacy team (currently two full-time and two part-time staff members), including recruitment, preparation of job descriptions, performance evaluation, and workplanning. The HoIA will support and work with staff to ensure that ECRE's advocacy is strategic (contributes to meeting pre-defined objectives), effective (influences policy and practice) and collective (involves working with ECRE members). The HoIA will decide on priorities and division of responsibilities among the staff.

5. Work with other ECRE teams and Board

ECRE's work is divided into four areas, covering (1) Legal Support/Litigation, (2) Legal and Policy Research, (3) Advocacy and (4) Communications. The HoIA will liaise with staff working on other areas and ensure that advocacy uses and builds on ECRE's litigation and its legal research and analysis. They will also work closely with communications staff to ensure that advocacy work is reinforced with communication when relevant. The HoIA will liaise with the ECRE Board in order to receive their input and views on the future of ECRE's advocacy work.

Person Specification

Education/Qualifications

- University degree; additional training in law, politics or related fields is an advantage.

Experience

- Minimum ten years' experience of advocacy work in a non-profit organization or comparable policy environment, of which at least three years at senior level;
- Strong record of developing and delivering strategies for influencing policymakers;
- Extensive experience of managing staff, including supporting development of objectives, reporting, and work planning; performance evaluation and recruitment;
- Wide experience of drafting and revising advocacy publications, including policy papers and short briefing papers for different audiences;
- Experience of strategy development, objective setting, and delivery of agreed results;
- Experience of collective advocacy work – work experience in a membership organization or network is particularly advantageous.

Subject Knowledge

- Excellent knowledge of refugee protection and the current political context is essential;
- Practical knowledge of related policy areas and how they intersect with refugee rights is important, including wider migration policy, development, security, and trade policies.

Skills

- Excellent drafting and oral presentation skills;
- Ability to work within a complex civil society alliance, including negotiation skills, and the ability to draft and promote compromises;
- Ability to work independently when needed and to lead a team;
- Ability to organize own workload and that of a team and ability to prioritize based on organizational needs;
- Ability to work with limited administrative support and within the staffing and financial constraints faced by NGOs;
- Fundraising and donor reporting skills are an advantage;

- Excellent IT skills.

Languages

- Fluent written and spoken English and fluency in at least one other EU or UN language;
- Knowledge of other languages is an advantage, esp. German, French, Arabic or Turkish.

Personal Qualities

- Leadership and management ability, including good inter-personal skills and the ability to support and to motivate others;
- Confidence and resilience to criticism;
- Ability to engage in dialogue, to develop and support compromises and to work with those with different views in order to get things done;
- Patience, pragmatism and a constructive problem-solving approach;
- Flexibility and willingness to work outside of office hours when necessary.

Terms and Conditions

Fixed-term contract for 24 months from starting date with the possibility of renewal and eventual transition to a permanent contract (subject to delivery of results specified). Salary range: EUR 2700 to 3200, plus additional holiday pay, insurance, transport and meal allowances. ECRE is committed to diversity in its staffing. It strongly encourages candidates with a refugee background to apply and, other factors being equal, gives preference to refugee candidates.

Please send a copy of your CV (maximum two pages) and a cover letter explaining why you are qualified for the position and the date you are available to start work to Omar al Tarsheh (oaltarsheh@ecre.org) by 28 December, stating "Head of International Advocacy" in the subject heading. Interviews will take place on 4 and 5 January.