



CALLS FOR APPLICATION

Job Title:	Communications and Learning Facilitator
Job Hours:	Full Time
Job Family Level:	Senior Programme Manager
Reports To:	Co-Leads
Supervised By:	Lead , Strategic Partnerships and Resource Mobilisation
Job Purpose:	The facilitator shall be in charge of the strategic communications and learning programme of UAF A&P.
Salary Scale:	30,000USD – 40,000 USD per annum
Application Deadline:	November 23 , 2018

To apply

Please send your resume and **a creative presentation** expressing why you are the best candidate and how you will deliver on your responsibilities and activities to meet the mission and vision of UAF A&P. **Ensure that your application includes** three references and is entitled -***Communications and Learning Facilitator Vacancy*** to: **uafapadmin@protonmail.com** before the deadline **November 23, 2018**. We strongly recommend that

you create a new **Proton Mail** (free) account for communications regarding this position. This is in line with our Digital Security Protocols. Additionally, please (free) download **Signal** and include your Signal number in your application details.

Applications will be reviewed, and interviews scheduled on a rolling basis, so please submit your application as soon as possible. Only short listed applicants will be notified.

Outcomes and outputs

The Communications and Learning facilitator is an integral part of the UAF A&P Team. The Communications and Learning Facilitator will:

- Assist the grants team to increase access to women and non-binary human rights defenders at risk in Asia and Pacific improving accessibility to the application process
- Amplify our profile in Asia and the Pacific by strategically communicating our vision and mission to current and prospective donors as well as women and non-binary human rights defenders using traditional and social medium.

- Monitor, evaluate, account and learn from our stories of change so that UAF A&P improves its rapid response grants and ways of supporting its frontline partners and is more accountable to our defenders and philanthropic partners.

Job type and expected hours of work

This is a full-time position. The Communications and Learning Facilitator is required to render 7.5 working hours per day in accordance with employment laws in Australia.

Knowledge, skills and abilities

- Strong commitment to feminism, women's rights and social justice
- Strong working knowledge of international relations, women's human rights and social justice
- Superior communications, negotiation and interpersonal skills (verbal and written), with the ability to interact with people from a wide diversity of backgrounds and cultures ;
- Capacity of direct and caring communication practices
- Strong project management skills
- Excellent writing, research and analytical skills
- Strict attention to detail
- Strong ability to work both independently and as a member of a project team
- Ability to take initiative, contribute actively to quick decision making, problem solve, manage competing priorities, and to organise complex work streams efficiently and effectively

Education and experience:

- A minimum of 5 years of work experience in the area of strategic communications and learning
- Degree in communications or journalism with expertise preferred in gender and development or women's studies
- A strong working knowledge of international women's rights
- Demonstrated experience coordinating complex programmes involving multiple partners from different geographic locations.
- Experience working with partners from the South

Supervisory responsibility

This position may supervise consultants and interns when and if the need arises, and only with the express permission of Co-Lead Strategic Partnerships and Resource Mobilisation.

Work environment

This job operates in a professional office environment but the team member may be required to work remotely from time to time.

Travel

This position requires national and international travel from time to time.

Other duties

This work order is not designed to cover or contain a comprehensive listing of activities, duties and/or responsibilities that are required of the employee. The Co-Leads may assign or modify duties, responsibilities and activities assigned to the employee from time to time.

Other information:

- Has to be based in the Global South.
- Languages: English required and an Asian or Pacific language would be advantageous