

JOB DESCRIPTION

Job Title:	Advocacy Adviser to International Programmes
Location:	London, UK
Reporting to:	Head of Programme Support and Learning
Management responsibility (if applicable)	Dotted line relationship with advocacy leads in country programmes
Grade and Salary:	£35,000 - £43,000
Contract terms and hours:	1 year maternity cover. The standard working week is 37.5 hours

Background:

Saferworld is an independent international organisation working to prevent violent conflict and build safer lives. We work with people affected by conflict to improve their safety and sense of security, and conduct wider research and analysis. We use this evidence and learning to improve local, national and international policies and practices that can help build lasting peace. Our priority is people – we believe in a world where everyone can lead peaceful, fulfilling lives, free from fear and insecurity. We are a not-for-profit organisation operational in 12 countries across Africa, Asia and the Middle East.

The Programme Support and Learning team operates under the auspices of the Director of International Programmes. The team is committed to supporting teams and partners in designing holistic programmes that use our organisational theory of change as the starting point to create greater systemic change in the context where they are working. All programmes use systemic conflict analysis, context analysis, power/actor mapping, outcome mapping, and appropriate monitoring and evaluation of behaviour and relationship-change to create strategies to guide their design, implementation. The team also connects programmatic issues and global policy and advocacy to ensure they are complementary and conducive to external change based on evidence from the ground.

The team does this by providing support in approaches and areas of technical expertise including:

- Providing ongoing accompaniment and support to Saferworld teams and partners across our country and regional-based programmes: in the quality design and execution of their strategies and implementation plans, in their endeavours to achieve effective and lasting change, and in our capacity to learn and adapt from evidential experience.
- Identifying new approaches and methods of working which enable Saferworld to deliver programme support and learning in innovative and effective ways.
- Providing support to the organisation on our institutional approach to programme strategy and design, learning from programme results (MEL), with a particular focus on cross-organisational learning;
- Coordinating the revision of our programme partnership approach and related materials, ensuring our partners have greater influence in decision-making;
- Ensuring our programmes are growing from gender sensitive to gender transformative, and supporting country programmes in strengthening initiatives, tools and ways in which peacebuilding programmes can contribute towards gender equality and women's empowerment; and
- Contributing to the development and delivery of Saferworld's advocacy strategies at international, regional and national levels across geographic programmes.

Job purpose:

The Advocacy Adviser to International Programmes will work with country teams and partners in designing and supporting the implementation of inclusive peace, security and justice advocacy strategies and activities. S/he will have a thematic focus on bringing on strategic change to advance Saferworld's Strategic Plan.

The post-holder will be committed to inclusive ways of working, with a strong understanding of working in multi-cultural settings and accompanying people and processes, including partner organisations. They will support Saferworld's international programmes teams to increase their influence and impact through strategic advocacy, including through accompaniment of advocacy posts around the organisation. They will lead on the development of advocacy strategies and tools that can be used to effectively influence change beyond their direct programmatic impact.

In order to connect programmatic issues and global policy and advocacy to ensure they are complementary and conducive to external change based on evidence from the ground; the post-holder will lead an organisational vision and process to ensure advocates across Saferworld work together to increase our collective impact and contribute to collective learning, in close coordination with the Global Policy and Advocacy Team (GPA).

Roles and responsibilities:

Strategy development, adaptation and implementation

Support and work with programme teams to develop country advocacy and influencing strategies, linking these to our country strategies and organisational theory of change, enabling Saferworld to realise our strategic plan – particularly on greater systemic change.

- Support country programmes on developing advocacy and influencing strategies and power analysis, including through conducting strategy development workshops and assisting with drafting
- Ensure country advocacy strategies feed into and are in line with global and thematic strategies on organisational priorities, such as Gender, Peace and Security and Security and Justice.
- Work with regional heads, country representatives and advocacy focal points (where posts exist) to develop agendas and materials for advocacy workshops and trainings for staff and partners, and in some cases, facilitate these
- Provide dedicated support and accompaniment on the implementation of advocacy strategies, including developing advocacy briefings, events and key messages for Saferworld's country programmes
- Review and input into project proposals and evaluations as required
- Provide 'surge support' to programmes as needed on programme development and implementation

Cross-organisational and regional strategy development, and direct advocacy

Work with country programme teams and others in the organisation to make sure Saferworld's policy, advocacy and programming are joined up, geographic and thematic advocacy priorities are aligned, and opportunities for influence are effectively acted upon.

- Developing a cross-organisational strategy for Saferworld's advocacy in cooperation with the GPA team
- Conduct direct advocacy as required in country, regionally and/or in advocacy capitals
- Directly engage with international advocacy targets, in cooperation with the GPA team, including developing relationships and disseminating key messages
- Representation for Saferworld at conferences, seminars and other events and act as a Saferworld spokesperson on relevant issues as appropriate
- Support the ongoing development of Saferworld's engagement at the African Union
- Provide policy advice as relevant to cross-organisational help desks and other initiatives
- Organise regular country-focused advocacy calls as needed to ensure cross-organisational coordination on country-focused advocacy issues, in coordination with GPA team and advocacy leads in country
- Encourage cross-organisational collaborative working and the production of joint strategies and plans
- Engage with wider NGO and policy community in relation to the field.

Monitoring, evaluation and learning

Support cross-organisational learning on influence and change, and fulfil all reporting requirements.

- Convene cross-organisational learning spaces for advocacy staff around Saferworld
- Support country programmes to regularly evaluate their advocacy work and adjust their approach to take into account learning
- Regularly report on outcomes and activities
- Provide 'surge support' to programmes as needed on monitoring and evaluation
- Work with teams to ensure their projects come together into a 'whole programme' vision, moving beyond MEL 'log-frame' thinking to frameworks that reflect an overall vision, are adaptable, and involve partners and communities in setting criteria for success and monitoring results, including advocacy specific ones.

Technical support to regional & country programmes as well as HQ teams on advocacy and influencing

Take a leadership role in coordination with GPA to advance the organisational objective of bringing systemic change at national and international levels where we work, linking advocacy at all levels and ensuring a strong connection between programmatic learning and advocacy at all levels.

- Provide technical support and accompaniment to advocacy focal points, including guidance on applying and strengthening organisational approaches to advocacy, within a 'dotted line' reporting structure
- Research, write and develop advocacy briefings and related communications as required
- Further develop Saferworld's advocacy training tools and make materials available to staff according to country and global strategic priorities.
- Work with regional heads, country representatives and other relevant colleagues to develop agendas and materials for workshops and trainings for staff and partners on advocacy and influencing as required.
- Provide policy advice as relevant to GPA and Conflict Advisory Unit in cross-organisational tasks, including on linking community-level advocacy and learning to global efforts.
- Maintain information resources relevant to strategic influencing and advocacy, including:
 - Maintain 'Advocacy at Saferworld' internal SharePoint site
 - maintaining library of internal and external reference materials relevant to the field

Key working relationships

- **Colleagues in the programme support and learning team** – working together on strategies, programme design, programming support and MEL, and other areas or organisational and programme development as they arise.
- **Country representatives, Heads of Region and the Director of international programmes** – working closely to agree on and set support priorities and work with them to ensure that they have the necessary skills and capacities in their teams to effectively influence, connect them to relevant international actors, and support with advocacy strategy development
- **Head of Strategic Planning and Organisational development** – working collaboratively on cross cutting themes and strategies; and feeding in learning from the advocacy activities and strategy implementation into relevant organisational development processes.
- **Research and Learning team** - working collaboratively to ensure gaps and lessons from country programmes are feeding into research priorities.
- **Colleagues in Policy, Advocacy and Communications division** – coordinate on international advocacy on country-focused issues, and liaise to ensure that there is effective communication of priorities across the teams.
- **Colleagues in fundraising, finance and operations** – providing technical support for fundraising proposals and increase funding to advocacy efforts.
- **Advocacy leads in international programme teams** – provide regular support and advice, review advocacy messaging and briefings, convene the leads for strategic discussions and sharing/learning, occasional line management as needed
- **External advocacy targets and allies (government, legislators, international organisations, other civil society organisations)** – build relationships with relevant external actors, in particular in the African Union, UK and elsewhere as needed to directly influence, connect them to country teams, and build coalitions for change

Scope and accountability

Decision making and limits of authority	The post holder is expected to show considerable leadership within the organisation and will be asked to have a high level of analytical thinking, creative thinking and problem solving capacities. This includes developing advocacy strategies and tools to meet new needs; collecting and analysing a range of information from different sources; and developing new ideas and approaches to programme-led policy and advocacy.
Financial resources	Some budget and financial management support, and/or oversight particularly during periods of 'surge support' to country teams
Other resources	Responsible for cross-regional and organisational information sharing and lesson learning resources, training materials and guidelines.
People management	'Technical supervision' and 'supervision and oversight' responsibilities may be assigned to this post-holder, including but not limited to consultancies and dotted line management of staff. Technical supervision of country advocacy leads. Within the team, line management of programme officers or interns may be a possibility
Legal, regulatory and compliance responsibility	Support internal and donor compliance as part of programme support to country programmes. Support/facilitation as needed towards registration of regional office.

Person specification

Knowledge, qualifications and experience

- Proven experience working in peacebuilding, development or humanitarian organisations
- Demonstrable experience working in advocacy, government relations, or other influencing roles
- Proven experience developing and implementing international advocacy strategies and campaigns that bring about significant policy or practice change
- Extensive experience planning and conducting trainings in multicultural environments, preferably in developing contexts
- Education or practitioner training or experience related to conflict prevention, peacebuilding, gender, security and justice sector development, conflict-sensitive approaches to development, arms transfer control issues and the policy environment in which these issues are addressed
- Experience in mainstreaming gender and gender sensitivity in research, analysis and advocacy outputs
- Proven experience of working in partnership with other NGOs and NGO networks in a way that reflects the principles of power-sharing and accompaniment
- Experience in supporting MEL activities, particularly linked to developing and monitoring advocacy strategies.

Skills and abilities

- Excellent written and spoken English. Knowledge of a second language desirable.
- High level communication skills, including experience of communicating effectively across cultures and with diverse audiences, both verbally and in writing
- Proven negotiation and influencing skills
- Ability to manage staff, empower and motivate a team, and develop collaborative cross-organisational teams and external coalitions in a way that reflects the principles of power-sharing and accompaniment
- Excellent facilitation skills and workshop planning and development skills

Personal qualities

- Self-motivated and persistent in the face of complex challenges
- Able to manage multiple and complex priorities at once and prioritise work to deliver on objectives effectively and with a considerable degree of independence
- Self-starter who can relate to teams, identify what's needed and take initiative on tasks relating to the post/expertise
- Personable, empathetic and able to develop excellent working relationships and collaborate with staff around the world
- Commitment to and compliance with Saferworld's safeguarding principles
- Commitment to respect and value equality and diversity, and understanding of how this applies to own area of work
- Commitment to own continuing personal and professional development
- Commitment to the vision, mission and values of Saferworld

Other requirements

- Team members are expected to be able to travel, up to 3 months a year (non-consecutive)

Application process

To apply: Download and complete an application form at <http://www.saferworld.org.uk/jobs/jobs> and send to Marie Aziz at jobs@saferworld.org.uk(Ref:

Deadline for applications: 16 August 2020