



CARE International Secretariat Job Advert/Description

Position Title:	Head of Global Advocacy, CARE International Secretariat
Location:	Flexible but based at a CARE office which is a strategic location for advocacy
Reports to:	Program Director, CARE International Secretariat
Supervises:	CI UN Representative & Head of office (New York); Global Humanitarian Advocacy & Policy Coordinator & UN Representative (Geneva) with dotted line management responsibility for Brussels advocacy staff.
Travel:	20% of time on international travel
Ideal Start Date:	January 2021

Background

CARE International is one of the world's leading humanitarian and development International Non-Governmental Organizations (INGOs). CARE works around the globe to save lives, defeat poverty and achieve social justice. CARE's Global Program Vision sets out a bold and coherent vision to save lives and tackle the underlying causes of poverty, social injustice and gender inequality. CARE is committed to increase gender equality and reduce gender-based violence; CARE seeks to have positive impact on women's economic justice, people's right to health, food, water and nutrition and climate justice. Advocacy is a core strategy to scale impact and achieve sustainable and systemic change and CARE knows that collective action achieves change, therefore CARE works with others in partnership.

CARE International is a global confederation of 14 National Members, 6 Candidates and 1 Affiliate with a common vision and mission as outlined above. Each CARE Member is an independent organization that leads programs, raises funds, advocates on key issues, communicates to the public in their country, and supports CARE's programming with our partners in 104 countries across the world. CARE has been advancing efforts to build a more diverse membership and overall shared and inclusive governance model since 1998, setting intentional strategies to achieve this.

The role of the Head of Global Advocacy is three-fold: (1) to line manage Secretariat based advocacy staff and promote a culture of rights-based advocacy across CARE; (2) to lead the Secretariat's function and coordinate members to achieve common advocacy impact goals and shared global priorities and campaigns; (3) and to represent the confederation and advocate for change in line with CARE's advocacy impact goals.

The post holder will work with the CARE advocacy network and ensure their collective plans build on success and learning from CARE's experience and the experience of peers and partners. The post holder will also ensure that CARE is proactive in developing and seizing opportunities to empower and amplify the voices and experiences of CARE colleagues and partners in the Global South.

CARE is an interdependent confederation with a lean centre, advocacy responsibilities are shared across the Confederation and managed by members, so the role facilitates, coordinates and ensures global coherence.

The role offers an exciting opportunity to grow and build CARE's ability to deliver on its mission and global strategy.

Key Responsibilities and Priorities (specific but not limited to):

Team Management and Embedding Rights Based Advocacy Culture – approx. 25%:

- Effectively performance manage the CI Secretariat Advocacy team, including recruitment, objective setting, feedback and performance appraisal and management and staff development.
- Work closely with member-based CARE Global Advocacy teams to accelerate national and regional advocacy in the Global South in line with programme goals.
- Work with the CI-Secretary General, National Director Advocacy Champion and Program Director to support a positive and growing rights-based advocacy culture within CARE.
- Work closely with global Humanitarian and Program Teams to embed advocacy strategically and operationally into our programs and ensure we can access and use policy-influencing evidence.
- Work closely with the CI Secretariat Head of Communications to develop an integrated approach across our public engagement work.

Facilitate, coordinate and provide direction for global coherence across CARE's advocacy agenda – approx. 40%:

- Work with program and advocacy leaders within CARE to develop and coordinate an impactful global advocacy and campaign strategy in line with CARE' goals putting the voices of marginalised women, girls and their communities at the centre and driving policy change that positively impacts their lives.
- Convene and motivate CARE's global advocacy community to prioritise, work plan and coordinate implementation ensuring that CARE's advocacy is connected and coordinated across the Confederation, consistent with our shared goals. Ensure that the Advocacy Community is able to measure the impact of its advocacy, learn from experience and adapt approaches to maximise impact.
- Work closely with the Communications team to ensure that communication (including for marketing and fundraising) is coherent with our advocacy goals and to develop advocacy calls to action and compelling stories.
- Support the Confederation to keep track of policy trends, develop effective policy analysis and translate this into effective advocacy positions and strategies in line with CARE's programme goals.
- Oversee and ensure appropriate sign-off for CARE-wide advocacy positions including within public statements and support the Confederation to balance risk, speed and impact.
- Enable the effective use of research, knowledge and programmatic evidence to underpin, inform and strengthen policy asks.
- Support CARE to develop a wide range of advocacy approaches, including applying new technology and campaigning.

Global Representation, Advocacy and Positioning – approx. 35%:

- Provide management and leadership to staff in global advocacy hubs in Geneva and New York; support leadership in emerging hubs without existing CARE presence.
- Represent CARE at high level fora where appropriate and/or support effective representation by partners, women-led organizations or key senior advocates across CARE to represent and influence effectively.
- Support the Confederation to deliver powerful interventions and inputs into relevant key global processes, including the Beijing Platform for Action, G7 or G20, that will improve the lives of the most marginalized women and girls.
- Maintain and build strategic advocacy alliances with key external partners, including peer organizations, organizations and partners from the Global South and particularly women led

and women rights organizations, feminist movements, multilateral bodies, and private sector partners.

Key Working Relationships

Internal:	Advocacy Working Group Advocacy Working Group core leadership group Member based advocacy staff CARE International Secretary General CARE International Program Director CARE International Head of Global Communications National Director Advocacy Champion Senior Leadership Team Program Quality and Impact Strategic Leadership Team Organisational Development and Accountability, Strategic Leadership Team Fundraising & Mobilization Member based program leadership Humanitarian Working Group Communication Working Group Multi-lateral relationship coordination team
External:	Peer Advocacy leaders in international NGOs Global women's rights organisations and feminist movements Multi-lateral agencies such as UN

Person Specification

The successful candidate should be able to demonstrate the following skills, attributes and experience:

- Degree level education (postgraduate degree level required or equivalent professional experience) with significant international advocacy experience in the international development/ humanitarian/human rights sector.
- At least ten years in a senior team leadership role.
- Commitment to gender equality and to defending women and girls' rights combined with demonstrable experience working on gender policy. Demonstrated ability and commitment to apply gender and diversity strategies within advocacy work and team management.
- Experience developing and implementing high impact advocacy campaigns and strategies that integrate lobbying, research, media and other approaches and tools in order to influence governments and other decision-making bodies.
- An ability to provide strong policy development and strategic analysis on multilateral policy issues and a strong understanding of the multilateral institutions and processes and how to influence them.
- Ability to balance vision, strategy and pragmatism.
- Strong interpersonal and facilitation skills that include experience with coordination, mediation, consensus-building and working well with diverse groups within a global confederation.
- Strong people and project-management skills with experience working in diverse alliances – a proven ability to build bridges and break down siloes.
- Outstanding communications skills, including the ability to communicate effectively in writing in English in a succinct and compelling way.
- Demonstrable experience of effectively representing complex issues before high level decision-makers, colleagues, media and the general public
- Good coordination and organization skills with an ability to prioritise and handle a large amount of information.
- Adaptability and commitment to work within a small, flexible team.
- Ability to work under pressure to tight deadlines.

- Fluency in English and in one of the other three languages used widely in CARE (Arabic, French and Spanish).
- Experience living and working in a Global South context.

How to Apply:

Interested and qualified candidates should submit their CVs and a covering letter in English to **recruitment@careinternational.org** by **October 5th, 2020**. Only short-listed candidates will be contacted.

More Information on CARE International is available at www.care-international.org.

CARE seeks to improve the lives of the most marginalised, particularly women and girls. Our diversity is our strength. We encourage people from all backgrounds and experiences to apply, in particular those from the global South or minority groups within the global North.

We are committed to preventing all unwanted behaviour at work. This includes sexual harassment, exploitation and abuse, and child abuse. We expect everyone who works for us to share this commitment by understanding and working within the CARE Safeguarding Policy and related framework.

CARE International has a zero-tolerance approach to any harm to, or exploitation of, a vulnerable adult or child by any of our staff, representatives or partners. CARE International reserves the right to seek information from job applicants' current and/or previous employers about incidents of sexual exploitation, sexual abuse and/or sexual harassment the applicant may have been found guilty to have committed or about which an investigation was in the process of being carried out at the time of the termination of the applicant's employment with that employer.

By submitting the application, the job applicant confirms that s/he has no objection to CARE International requesting the information specified above.