



Plan International Liberia **Job Announcement (1 Position)**

Staff-305-05-2018- Lobby and Advocacy Officer

The vacancy is opened to Internal and External candidates.

Plan International is a leading girls and children's rights organization. **Plan strives for a just world that advances children's rights and equality for girls. We motivate our people and partners to:**

- empower children, young people and communities to make vital changes that tackle the root causes of discrimination against girls, exclusion and vulnerability
- drive change in practice and policy at local, national and global levels through our reach, experience and knowledge of the realities children face
- work with children and communities to prepare for and respond to crises, and to overcome adversity
- support the safe and successful progression of children from birth to adulthood

Plan operates in 77 countries around the world. It brings its support to millions of children, their families and communities, mainly in Africa, Asia, Middle East, and South America. It implements projects in the Health, Water and Sanitation, Education, Child Protection, Sustainable Livelihood, and cross-cultural communication. Child sponsorship forms the basis of our work with children. Worth to mention, Plan International global ambition is to support 100 million girls learn, lead, decide and thrive!

As part of its commitment to support Plan International Federation reach 100 million girls so to learn, lead, decide and Thrive, Currently Plan International Liberia is developing a new country strategy which will focus on reaching 1.4 million girls and children all over the country and with a strong commitment to work with all partners at various levels to put an end to early marriage and Female Genital mutilation (FGM)!

Moreover, Plan International Liberia is committed to ensure that Child Protection and Gender transformative practices are key integral part of all its work including the organizational structure and staffing. Accordingly, women are strongly encouraged to apply for this post!

We are currently seeking to recruit for Plan International Liberia Girls Advocacy Alliance program:-

Title: Lobby and Advocacy Officer
Location: Monrovia,
Status: National Post (Fixed Term)
Department: Program
Reports to: Project Manager

Summary of the position:

The L&A Officer in collaboration with the GAA Liberia Alliance Programme Team, develops L&A country strategy in line with the goals of GAA and a strategy for capacity strengthening for partner civil society organizations in Liberia. He/she contributes to the capacity strengthening (e.g. through trainings) of these CSO's and support their lobby and advocacy activities. He/she develops and maintain a network of relevant influential policy makers and knows how to influence them. She/he able to present the Plan Liberia agenda GYW protection and economic empowerment in networks, conferences and relevant platforms. You keep track of the lobby and advocacy capacity strengthening and of the lobby and advocacy results and present them within Plan Liberia.

Roles and Responsibilities:

- Together with the GAA Liberia Alliance Programme Team develops annual lobby and advocacy strategies based on the GAA Theory of Change and results framework.
- Contribute to the development of a strategy for CSO's lobby and advocacy capacity strengthening.
- Develop and maintain a network of influential religious and traditional leader and policy makers at all level on gender based violence and economic empowerment and influence them for the realization of GAA goals.

Implementation:

Implements the lobby and advocacy actions identified in the annual plan, particularly those directed at national stakeholders. These entail:

- Supporting partners CSO's in their engagement with communities to enhance their appreciation of GBV and their role in transforming practice of GBV and realization of economic empowerment for girls and young women.
- Engaging with civil society organizations to enhance their role and capacity to conduct coordinated lobby and advocacy
- Engaging with government official at different levels on their role in addressing GBV and economic empowerment, with a focus on legislation and policies and existing gaps.
- Supporting the Implementing partners and LNGOs in monitoring of national policies and programs around issues of gender based violence and economic exclusion of girls and young women;
- Writing and submitting girls and women rights and Protection related write ups for publication to share with internal and external audience monthly and quarterly;
- Assisting the Ministry of Gender at the county level and the NGO/CBO partners in the implementation of their actions;
- Implementing the capacity development support provided to the NGO/CBO partners in the GAA programme (in order to enhance their capacity for effective advocacy and improve their performance);
- Liaise with media and communication specialist to prepare Communication and Information materials for project advocacy to promote equal rights for girls and young women;

Others:

- Ensures that Plan International's global policies for Safeguarding Children and Young People and Gender Equality and Inclusion are fully embedded in accordance with the principles and requirements of the policy including relevant Implementation Standards and Guidelines as applicable to their area of responsibility. This includes, but is not limited to, ensuring staff and associates are aware of and understand their responsibilities under these policies and Plan International's Code of Conduct (CoC), their relevance to their area of work, and that concerns are reported and managed in accordance with the appropriate procedures.
- Supports CO lobby and advocacy actions as when require to enhance the fulfilment of the rights of girls and young women.
- Collaborate with network, task force group, focal groups and campaigns to channel the girls platform

Minimum Qualifications, Skills and Experience

- Undergraduate degree in Social Work, Research and Public Policy, Development Planning, or equivalent, with a minimum of three years progressive experience in a related field;
- At least 3 years' proven experience with lobby and advocacy (preferably with special focus on Gender Equality and Girls' Rights) and a relevant network
- Proven experience in working with civil society, building their capacity to do advocacy and deliver programmes
- At least 3 years' experience in an international organization similar to Plan International.
- Good knowledge of the civil society landscape in Liberia

Skills:

The incumbent must demonstrate the following skills:

- Strong knowledge of the Rights of Child and the rights of girls and women
- Analytical skills.
- Communication skills, appropriate to the audience.
- Excellent report writing skills
- Strong team-building skills.
- understanding of lobby and advocacy goal setting
- Strong negotiating, facilitating and influencing skills.
- Proficient in Microsoft applications and use of relevant software and other applications, e.g. word processing, spreadsheet, database, internet.

Attitude/Behaviours

- Knowledge of organizational development of civil society organizations
- Knowledge and experience with (the planning, monitoring and implementation of) lobby and advocacy interventions
- Demonstrated skills in research methodologies
- Gender sensitivity and knowledge to apply a gender equality approach across all partnerships and lobby actions
- Knowledge of the civil society in Liberia, in particular those organizations working for girls, women and children
- Teamwork.
- Communicates clearly and effectively.
- Works in a participative community approach.

Key Relationships

Communications and Working Relationships:

- High level of contact with lobby and advocacy target groups mainly at national level and with GAA alliance partners as well as implementing partners.
- High level of contact with other CSO alliances and networks operating at national level around issues of GBV and economic exclusion of girls and young women.
- High level of contact with staff working on Gender and Child Rights program activities at PU level to offer support for understanding and implementation of gender related activities
- Medium contact with community members, children and other stakeholders to develop and implement programs that would meet Plan International Liberia program implementation.
- Medium contact with other staff to support them with understanding programs and their support in the implementation of related activities.

Behaviours (Plan International's values in practice)

We are open and accountable

- Promotes a culture of openness and transparency, including with sponsors and donors.
- Holds self and others accountable to achieve the highest standards of integrity.

- Consistent and fair in the treatment of people.
- Open about mistakes and keen to learn from them.
- Accountable for ensuring we are a safe organisation for all children, girls & young people.

We strive for lasting impact

- Articulates a clear purpose for staff and sets high expectations.
- Creates a climate of continuous improvement, open to challenge and new ideas.
- Focuses resources to drive change and maximise long-term impact, responsive to changed priorities or crises.
- Evidence-based and evaluates effectiveness.

We work well together

- Seeks constructive outcomes, listens to others, willing to compromise when appropriate.
- Builds constructive relationships across Plan International to support our shared goals.
- Develops trusting and 'win-win' relationships with funders, partners and communities.
- Engages and works well with others outside the organization to build a better world for girls and all children.

We are inclusive and empowering

- We empower our staff to give their best and develop their potential
- We respect all people, appreciate differences and challenge equality in our programs and our workplace
- We support children, girls and young people to increase their confidence and to change their own lives.

Applications:

Last date for submission of Application (CV and cover letter) is: 8th June, 2018 by 4:30 pm

Interested candidates need to send their updated CV and a cover letter (**maximum 1 page**) to liberia.recruitment@plan-international.org on or before the closing date mentioned above. Subject line of submission mails will only bear the indication: ***Application for LBR- Lobby and Advocacy Officer – Monrovia***

Only short-listed candidates shall be contacted. References will be taken and background and anti-terrorism checks will be carried out in conformity with Plans Child and Youth Safeguarding Policy, Fraud, Code of Conduct, Harassment, Discrimination and Bullying Policy. **Plan follows an equal opportunity policy and actively encourages diversity welcoming applications from all especially women and people living with disability.**