



## Vacancy Announcement: Programme Officer

**Child Rights Connect** is looking for **one full-time** Programme Officer (40 hours per week).

Child Rights Connect is an independent, non-profit network of 90 national, regional and international organisations, networks and coalitions. Our membership covers almost every country on the planet and we work directly with children's rights defenders in over 150 countries. We were initially set up in 1983 as the *Ad Hoc NGO Group for the drafting of the UN Convention on the Rights of the Child* to influence the drafting of the Convention on the Rights of the Child (CRC); the first and most comprehensive international human rights treaty for children. Since then, we have worked for decades to connect UN human rights systems to the daily realities of children's lives. Our Secretariat is based in Geneva, Switzerland.

Child Rights Connect works to promote children's rights throughout the broader UN human rights system. This includes monitoring human rights developments at the UN which may have an impact on children's rights and coordinating children's rights defenders around joint advocacy activities on key priority issues at the UN Human Rights Council. Our work also involves providing children's rights defenders with capacity-building and technical assistance to help them better promote, implement and monitor the CRC in their countries, through engaging with UN human rights mechanisms including the Committee on the Rights of the Child.

### JOB DESCRIPTION

<b>Position Title:</b>	<b>Programme Officer</b>
<b>Work level:</b>	100%
<b>Reports to:</b>	Programme Manager
<b>Manages:</b>	Interns
<b>Type of contract:</b>	Indefinite contract
<b>Location:</b>	<b>Geneva</b>

#### Main responsibilities

- Undertake programmes activities in coordination with the Child Rights Connect network.
- Contribute to the development of programmes and overall strategy of Child Rights Connect.
- Represent Child Rights Connect as well as establish and maintain strong working relations with members, the CRC Committee, diplomats and other key external stakeholders and promote a professional and positive image of the Network.
- Manage Interns.

#### Main tasks

- Mobilise and coordinate Child Rights Connect members and partners for advocacy at the Human

Rights Council to develop and deliver statements and inputs on behalf of Network.

- Provide expert advice, technical assistance and capacity building to members, partners and children on children's rights and the UN human rights system, including through workshops, webinars, and training.
- Develop tools, materials and publications for children's rights defenders, including children, on children's rights and the UN Human Rights system.
- As a member of the Programme Team, contribute to the conceptual and strategic development, as well as monitoring and evaluation, of the programmes and the network.
- Advise and support other members of the Programme Team to ensure a strong strategic link with the Human Rights Council in all areas of work.
- Communicate about Child Rights Connect's programmes and impact, including by coordinating the regular updating of the website, the newsletter and the social media engagement.

## **Qualifications**

### *Professional qualifications*

- Post-graduate University Degree (master or equivalent) preferably in international human rights law and children's rights.
- Minimum three years of professional experience, including human rights advocacy, preferably at the Human Rights Council.
- Excellent knowledge and understanding of the UN human rights mechanisms.
- Very good diplomatic and political skills.
- Ability to coordinate and implement complex projects with multiple stakeholders.
- Strong analytical skills and strategic thinking.
- Excellent spoken and written English. Excellent language skills in either French or Spanish.
- Good ICT skills including Microsoft Office, database management systems, including flair for effective use of IT tools for global communication and cooperation.

### *Personal qualifications*

- High motivation and commitment for the cause and mission of Child Rights Connect
- Pro-active, solution-focused, flexible personality with diplomatic flair and good intercultural skills.
- Excellent, clear, open, engaging and credible communication.
- Readiness and ability to work under pressure, manage multiple tasks, take responsibility and work with little supervision.
- Excellent interpersonal and networking skills, demonstrated ability to establish effective working relations with a broad variety of partners, including children.

**Deadline for Applications: 15 January 2019.**

All interested candidates must send their CV, a motivation letter and a writing sample to Ilaria Paolazzi, Programme Manager, [paolazzi@childrightsconnect.org](mailto:paolazzi@childrightsconnect.org) with the email subject: PO Application.