

Post: Advocacy Officer

Reports to: Regional Director

Position Location: The position may be located at the Regional Secretariat in Uganda or in the other 4 East African Countries

Timing: The position is open immediately on a contract basis – One year-renewable

Job Purpose

The primary role of the Advocacy Officer is to develop and coordinate the implementation of ICWEA Advocacy Strategy. She will also be responsible for translating policy platforms into effective advocacy actions for ICWEA.

Duties and Responsibilities

1. Take lead in the development of ICWEA Advocacy Strategy and ensuring stakeholder consultations on how this advocacy strategy will support the network and women living with HIV;
2. Develop contacts with the media and maintain dialogue with ICW Global, Regional, Country Offices and stakeholders to ensure development and implementation of more effective policies to support women living with HIV;
3. Support the advocacy agenda of ICWEA programmes and ensure the perspectives of women living with HIV are fed into the National, Regional and Global policy making processes;
4. Lead advocacy efforts on specific advocacy priorities, representing ICWEA at meetings organized by policymakers, CSOs, think tanks, the public and other key partners;
5. Ensure relevant linkages are made between ICWEA's thematic and regional programmes and Global Advocacy Objectives;
6. Work with the Advocacy team to plan and implement ICWEA's Advocacy Strategy; ensuring that it is firmly grounded on evidence from ICWEA programmes and the WLHIV perspectives;
7. Create and maintain internal systems, including contact lists, diaries of upcoming events and advocacy opportunities;
8. Monitor and interpret national, regional and international developments in HIV&AIDS, Sexual Reproductive Health and Rights and Human Rights interventions and develop position papers and policy briefs on behalf of the senior management in line with the ICWEA's strategic plan and advocacy strategy;
9. Identify advocacy capacity needs of ICWEA members and provide technical expertise to address these capacity needs;
10. Prepare periodic work plans, budgets and reports for the advocacy work of ICWEA,
11. Lobby relevant authorities to ensure that appropriate policies are in place to facilitate and support the response to HIV&AIDS, SRHR and Human Rights taking into consideration the needs and priorities of women living with HIV in their diversity;
12. Promote networking and collaboration with partners through meetings, workshops, seminars, conferences, joint occasions such as World AIDS Day, International AIDS

Conferences, International Women's Day with the aim to seek support for ICWEA and women living with HIV issues and priorities;

13. Organize events to promote ICWEA to the public and to stakeholders.

Qualification and Experience

- A relevant degree or Diploma in any Social Sciences Discipline, Development Studies, Health Community Development, or any relevant qualification in this field from a recognized University or Institution;
- Five (5) years working experience in a Policy Advocacy Position - preferably with networks of women and people living with HIV, or Non-Governmental Organisations (NGOs) involved in promoting Human Rights and Gender:
- The ideal candidate should possess a very good command of written and spoken English (knowledge of Swahili and or French will be an added advantage);

Skills and Competences

- Advocacy, lobbying and networking skills
- Communication and public relations skills
- Policy formulation and analysis skills
- Lobbying and Negotiation skills
- Report writing skills
- Project Management Skills
- Partnership management skills
- Interpersonal Relations skills
- Computer applications skills

This position is only open for women living with HIV.

How to apply:

Submit your letter of interest, CV, copies of your transcripts and two professional references by 09th February 2015 to jobs@icwea.org