



**Synergía - Initiatives for Human Rights** is a human rights nongovernmental organization. While the organization has been established in 2017, its team of human rights defenders based in the US, Latin America, Africa and Europe has been leading in the field for more than ten years. Its board is composed of human rights experts and skilled professionals who have been leaders internationally for decades. Synergía seeks to protect and promote the human rights of all people – particularly those whose rights are most systematically and egregiously violated, with a range of programs that address violations that are motivated by one’s sexual orientation, gender identity, and/or gender expression (SOGIE). Synergía partners with local lesbian, gay, bisexual, transgender, and intersex (LGBTI) civil society organizations (CSOs) and human rights defenders (HRDs) to advocate for LGBTI persons’ human rights across Latin America and the Caribbean, West and Central Africa, and the Middle East and Northern Africa. Synergía blends capacity strengthening and grassroots re-granting in three interrelated and interdependent thematic areas of work: movement building, security and protections, and rights and advocacy.

Synergía is seeking a motivated and skilled **Policy and Advocacy Officer**. The Officer is responsible for support the definition of goals and scope of global, regional, domestic policy and advocacy intervention, in collaboration with the Director of Policy and Advocacy and the Regional Coordinators, with particular reference to the African system of protection of human rights and work in African countries; for support and oversight legal strategies and paralegal initiatives in the Africa region; for support the development and implementation of new projects in Africa that look at intersectionality of current programming. This includes working with the Director of Policy and Advocacy, the Director of Program and the Africa Regional Coordinator in program implementation and budget management, as well as in drafting proposals. Individual accountabilities and work volume will be established through the development of annual Success Objectives, within the framework outlined below.

### **Essential Duties and Responsibilities:**

#### **Program implementation and administration**

- In collaboration with the Director of Policy and Advocacy, supports legal and paralegal initiatives carried out by Synergía in Africa.
- In collaboration with the Director of Policy and Advocacy and the Africa Regional Coordinator, plans and implements policy and advocacy interventions in Africa and within the African system of protection of human rights.
- In coordination with other team members, oversights day-to-day operations of assigned projects.
- Supports other staff in the development of curricula for human rights, documentation, paralegal activities.
- Interacts with finance staff as required.
- Liaises with programmatic, administrative and finance staff for the management of subgrants as required.
- Collect, consolidate, and analyze data for internal and external programmatic information sharing purposes and reports.
- Travels internationally, including areas that might be considered dangerous.

#### **Program development and reporting**

- Supports the development of program proposals with the Synergía management team, including researching, drafting and editing various sections of proposals, with particular focus on looking at intersectionality of current organizational efforts.

- Contributes to the preparation, review and submission of required progress reports to donors, schedules, and other related work products as needed;
- Other duties may be assigned.

### **Qualifications.**

A successful candidate must have:

- JD Degree or foreign equivalent and a minimum of one-year related experience and/or training; or equivalent combination of education and experience.
- Proven background in human rights law, with preferred focus to the African system of protection of human rights. Good understanding of both civil and common law systems. Experience in working in different cultural and linguistic settings. Commitment to human rights, women's rights, sexual rights, LGBTI rights.
- Multilingual speaking abilities in English and French. Speaking abilities in a third foreign language (preferable Portuguese or Spanish) preferred
- Excellent organizational skills. Ability to work remotely with little on-site support. Be detail-oriented and have the ability to multi-task.

### **Compensation.**

The salary will be commensurate with experience. Synergía – Initiatives for Human Rights offers its employees excellent benefits including health insurance, life insurance, short-term and long-term disability insurance, a retirement plan, and generous allocations of vacation, sick leave, and holidays. Benefits may vary depending on the location of the candidate.

**Location:** Africa (other locations may be considered if compatible)

**To apply:** send a cover letter, together with a resume, and two references to [contact@synergiahr.org](mailto:contact@synergiahr.org) by April 30<sup>th</sup>, subject line: Policy and Advocacy Officer. **Only candidates selected for an interview will be contacted.**

*Synergía – Initiatives for Human Rights is an equal opportunity employer. Synergía makes all hiring and employment decisions, and operates all programs, services, and functions without regard to race, receipt of an order of protection, creed, color, age, gender, gender identity, gender expression, marital or parental status, religion, ancestry, national origin, amnesty, physical or mental disability, protected veterans status, genetic information, sexual orientation, immigrant status, political affiliation or belief, use of family and medical leave, military and family military rights, ex-offender status (depending on the offense and position to be filled), unfavorable military discharge, membership in an organization whose primary purpose is the protection of civil rights or improvement of living conditions and human relations, height, weight, or HIV status.*