



Job Vacancy Research and Advocacy Director

ASEAN Parliamentarians for Human Rights (APHR) is a network of progressive current and former lawmakers in Southeast Asia who use their unique position to promote human rights and democracy in the region.

The APHR Secretariat is looking for an experienced and strategic Research and Advocacy Director to join its team, to be based in Bangkok or another Southeast Asian capital.

Primary Duties and Responsibilities:

Working with the Executive Director and the Director of Operations within the senior management team, the Research and Advocacy Director leads the development and delivery of APHR's research, advocacy, and communications strategy and manages the Research and Advocacy team.

The successful candidate will be passionate about human rights in Southeast Asia, have solid experience in human rights research and advocacy in the region, be creative and strategic, and a team leader motivated to help the organization increase its impact.

Responsibilities

Advocacy, Research, and Communications

Leadership:

- Provide strategic leadership for the work of APHR in the region, including in the identification, development, and effective implementation of human rights projects (including research, advocacy, campaigns, and communications);
- Maintain a sound understanding of the political landscape of the region and of legal, political, human rights and other relevant developments to identify and respond timely to opportunities for APHR to promote the role of parliamentarians in advancing human rights in the region;

- Ensure integration of research, advocacy, and communications in order to provide an effective, coherent programme of work which delivers tangible outcomes for human rights;
- Liaise and consult with APHR's Board members on APHR's strategies and projects and ensure all programs and activities are in line with APHR's mandate and theory of change.
- Ensure the quality of all research and advocacy outputs, including by ensuring that APHR's research and advocacy are sound and focused, based on relevant methodology and legal framework, and that the evidence, analysis, and recommendations are compelling and in a format adapted to the designated audience;
- Oversee the design, production, and management of APHR communications and promotional materials including website, newsletter, social media, brochures, presentations, videos, and other multimedia outputs;
- Contribute to monitoring and evaluating APHR's advocacy and research effort; and
- Represent APHR and maintain relationships with international organizations, civil society organizations, the diplomatic community, and donors.

Team Management:

- Manage all staff in the Research and Advocacy Division, with the aim of promoting and maintaining strong unity within the team and ensure performance is managed and talent is nurtured;
- Establish clear work plans for staff, communicate priorities clearly and effectively, and provide oversight and take responsibility for delegated assignments;
- Ensure that the workload of staff is manageable and the reporting lines are clear;
- Provide appropriate and timely feedback on staff performance through effective communication, guidance, coaching, and training;
- With the Executive Director and Operations Director, recruit and manage, as necessary, APHR's research and advocacy staff and consultants;
- In coordination with Senior Management, promote an organizational culture of integration across programs and divisions;
- In coordination with Senior Management, strengthen donor relations and partnerships by contributing to results reporting and participation in regular donor meetings; and
- In coordination with the other senior managers, support fundraising efforts, including by contributing to proposal writing and identifying funding opportunities.

Networking and Partnerships

- Strengthen and build strategic partnerships with relevant CSOs, human rights bodies, parliamentary groups/networks, media and stakeholders; and
- Consult or collaborate regularly with other development partners, human rights experts, CSOs, parliamentary groups, and other stakeholders as needed to help achieve the organizational outcomes and project outputs.

Institutional Development

- As part of the Senior Management team, provide relevant advice and inputs to the operational planning and assessment to improve organizational effectiveness and sustainability; and
- As part of the Senior Management team, support the strengthening of the APHR secretariat, its Board, Members, and national caucuses;

Line Reporting

The Research and Advocacy Director will report directly to the Executive Director.

Skills and experience:

Bachelor's degree in related field;

- Minimum of 7 years experience in human rights preferably in Southeast Asia;
- Solid experience of designing impactful advocacy campaigns and conducting research on human rights related issues;
- Strong knowledge of the political context and human rights issues in Southeast Asia, derived from direct working experience in the region;
- Previous experience in management and team leadership;
- Creative and strategic thinker with sound political judgment;
- Excellent analytical and writing skills for a wide variety of audiences;
- Strong networks with civil society organizations in Southeast Asia;
- Proven organizational skills, with exceptional attention to detail;
- Ability to work as a member of a regional team;
- Commitment to the objectives of the organization;
- Oral and written fluency in English; and
- Be able to handle challenging and demanding work situations.

Desirable:

- Experience working with parliamentarians and/or government officials;
- Work attitude: Self-motivated, ability to use own initiative, flexible;
- Decision making: Sound judgment and the confidence to take independent action; a high degree of initiative and persistence combined with high levels of discretion and diplomacy;
- Analytical ability: Ability to analyze and synthesize complex information;
- Communications: Ability to build productive working relationships, influence and engage others;
- Excellent interpersonal skills, respectful, working effectively with others, listening, understanding, and achieving appropriate results;
- Knowledge of at least one Southeast Asian language.

Working Conditions / Salary and Benefits

- The position will ideally be based in Bangkok but can be negotiated to be based in another Southeast Asian capital.
- APHR operates on a standard five-day work week but staff may be required to work some evenings and weekends to monitor program activities and when on missions. Days in lieu will be provided for non-standard workdays.
- The starting salary rate is at USD 3,500 after local taxes plus health benefits, communications, and social security allowance.
- APHR does not cover costs associated with relocation.

How to apply

Deadline for applications: **30 June 2022**. Send your CV/resume, cover letter and two published writing samples to jobs@aseanmp.org with the subject heading “**Application: Research and Advocacy Director**”. Apologies in advance that only shortlisted candidates will be contacted.

APHR is an equal opportunity employer, committed to diversity and inclusion within its workforce and encourages qualified candidates of all genders and national, religious, and ethnic backgrounds, including persons living with disabilities, to apply.
