



**Position:** Program Coordinator - Programs and Innovations - Sexuality and Disability Program

**Location:** India

**Reporting:** Manager, Programs and Innovations, Sexuality and Disability Program  
Full-Time

Founded in 2000, CREA is a feminist human rights organization based in New Delhi, India. CREA works at community, national, regional, and global levels and is one of the few international feminist organizations based in the global South. CREA focuses on building feminist leadership, strengthening movements, expanding sexual and reproductive freedoms, promoting rights-based approaches to reducing gender-based violence, and advancing the human rights of 'structurally excluded' people.

CREA uses the term 'structurally excluded' to draw attention to the ways in which societal architecture prevents certain people from enjoying the full spectrum of rights and from meaningfully and effectively participating in their communities and decision-making spaces.

### **What does life in CREA mean**

We like to think of ourselves as a fearless, interrogative, colourful, edgy, sexy flock of birds flying freely to explore, to imagine and to build freedoms together.

We are one flock, bound by our mission, values and the way we live them every day.

If you are one who is ready to challenge the system when it is needed, you could be one of us.

If you ask questions, are curious, have a hunger for learning, you will thrive.

If you embrace the colours of the rainbow and believe you wish to build a world where an individual must have the agency and right to make choices about sexuality, reproduction and human rights, then you will find the room to explore here.

Constant learning, sharing of knowledge, is an expectation that team members have from CREA and CREA from team members.

At CREA we are constantly looking at finding those pressure points where efforts will yield maximum impact through a widening ripple effect. We are therefore constantly looking at patterns, intersectionality and the communities at the margins. It demands our people to be connected, innovative, agile and quick to change and constantly learning and sharing. This also requires flexibility in working hours to accommodate diverse timezones.

When you join CREA, that is what you need to be prepared for, a high quality, creative, edgy, dynamic workplace.

## **Overview and Role**

The Coordinator, Programs and Innovation, Sexuality, Gender and Disability Program will be responsible for supporting coordination and implementation of CREA's national, regional and global portfolio of work on sexuality, gender and disability in compliance with the CREA Strategic Plan. CREA's portfolio of work focuses on advancing inclusive and more visible advocacy and leadership by diverse persons with disabilities and to break down the stigmatizing frameworks and harmful systems of beliefs that marginalize women, girls, non-binary and trans persons with disabilities. Building on the pioneering human rights reforms proposed by the Convention on the Rights of Persons with Disabilities (CRPD), CREA strengthens capacity, creates knowledge resources and supports public education to translate vision into practice.

The Coordinator, Programs and Innovations will :

1. Ensure programs and grants within this portfolio of work are delivered in line with the program scope, timeline, budget and in accordance with donor regulations.
2. Work proactively with the Disability & Sexuality team, other CREA teams and CREA partners to advance inclusive and more visible advocacy and leadership by diverse persons with disabilities, especially in cross-movement settings.

### **Guiding principles for this work:**

**Diversity**– being inclusive in work and approaches to ensure that the most marginalized constituencies are engaged, ensuring the conversations, dialogues and priority setting is led by activists and movements.

**Accessibility**– ensuring that information, communication, spaces and language are accessible to all without creating barriers.

**Complicate**– Insist on politics of deep inclusion

## **Responsibilities**

### **Coordination and Implementation**

- Lead on coordination of chosen programs, especially with external partners.
- Design and implement participatory and accessible decision making processes for CREA and it's partners.
- Support Manager, Programs and Innovations in the development/coordination and implementation of annual activity plans and budgets.
- Assist in planning and facilitation of CREA led events e.g. rethink evenings and campaigns. Provide logistical support to work offline and online.
- Support grant management related functions including reporting to the donor and coordinating grants management administration and communication

- Support the Communications team in highlighting the program on different social media platforms
- Support implementation and coordination of support for activist-led research and advocacy including support to implementation of seed grants and oversight of activist-led research initiatives.
- Represent and present CREA's work at meetings, forums and conferences.

### **Advocacy**

- Support broad advocacy across national, regional and global advocacy spaces, ensuring the connection between the local and the global, to influence the advocacy narrative on disability, gender and sexuality in these forums. This will include capacity building for more effective advocacy with various disability rights organisations and networks; as well as working with disability rights activists to support strategizing and advocacy priority setting and working to ensure meaningful participation of disability rights activists in these processes/advocacy spaces. Working closely with diverse disability rights and feminist organizations will be crucial.
- Identify new and/or better-leveraged opportunities for CREA's and our partners participation in advocacy campaigns, special events, conferences, partnerships, and other regional forums that will help advance the advocacy goals articulated above.

### **Convening**

- Support CREA to convene dialogues based on intersectional rights issues bringing together activists from different movements to broaden understandings around disability, gender and sexuality and to forge partnerships and alliances to advance new forms of understanding on inclusion and rights.
- Support in coordination of meetings and conferences both and ensuring fully accessible spaces for dialogues both online and offline.

### **Leadership building**

- Support the implementation of CREA's Disability Sexuality and Rights Online Institute, as well as support development of similar region-focused initiatives for activists with disabilities and other advocates and allies with critical leadership skills and analytical tools to carry out transformative advocacy.
- Support to knowledge and research initiatives within this portfolio of work

### **Communication**

- Maintaining regular communication with CREA partners and building new relationships.
- Support in the documentation of learning and good practices emanating from this portfolio of work and drafting stories of change or case studies for external communication
- Support on donor reporting and communication

- Work closely with the communications team on documentation of processes, creation of knowledge resources and development of social campaigns
- Staying current on relevant disability justice research, publications and social media.

#### Knowledge, Skills and Attitudes Desired

- Graduate (Master's Degree preferred, or equivalent experience) in the area of / disability studies / social science/ human rights/ international development with relevant issues based experience on advancing the rights of persons with disabilities.
- 3-5 years of coordination and organizing experience in disability rights. Preference will be given to applicants with experience engaging with local disability rights organizations, activists, NGOs and/or international development organizations focused on disability. Intersectional organizing experience in the global South is highly valued, as well as feminist and intersectional organizing experience and working in multiple contexts across diverse constituencies of persons with disabilities.
- Strong understanding of and experience with disability rights issues, including a strong understanding of the UN CRPD, and the sexual and reproductive rights of persons with disabilities, and a commitment to advancing these rights with preference for those with lived experience of disability.
- Self-directed and independent thinker with strong ability to problem solve and drive processes forward.
- Knowledge on gender and sexual diversity, LGBTI+ rights issues and experience engaging with LGBTI+ movements will be highly valued.
- Has experience centering accessibility in making online and offline processes and is committed to practicing and advancing accessibility of feminist spaces.
- Excellent communication skills, good at prioritising and managing time, uses systems and processes and good interpersonal skills for follow ups.
- Experienced in driving processes to ensure successful program implementation.
- Prior experience in participatory organizing, and coordinating and designing participatory methodologies will be an advantage.
- Excellent writing and speaking skills in English. Knowledge of Hindi or Bengali will be highly valued.
- Detail oriented and takes initiative with an ability to self-motivate and produce high-quality products. Is self-driven and does not require following up with or operational supervision. Is motivated to work well with a variety of different personalities to get the work done, good influencing skills
- Committed to ongoing professional learning and knowledge sharing with CREA staff.

Persons with disabilities who identify as women, gender non-conforming, non-binary and/or trans are strongly encouraged to apply.

CREA promotes pluralism and equal opportunity and is committed to diversity in its staff and

to the maintenance of an environment free of discriminatory employment practices. CREA's policy is to provide equal employment opportunities to all individuals. No individual shall be discriminated against because of his or her actual or perceived age, caste, class, disability, marital status, religion, or sexual orientation. Compensation will be based on experience and internal equity. A generous benefit package is included.

Interested candidates who meet the required educational and experience requirements should send their CV along with a cover letter, current and expected salary to [jobs@creaworld.org](mailto:jobs@creaworld.org) by 10<sup>th</sup> August 2021. Please include in the subject line the name of the position you are applying for. Only shortlisted candidates will be contacted for an interview.

Thank you for your interest in CREA