



## **Consortium Coordinator - Our Voices Our Futures Job Description**

### **Position Overview**

**Title:** Consortium Coordinator - Our Voices Our Futures

**Location:** Remote (preference for Global South or South Asia based)

**Reporting:** Program Director - Fostering Collective Resilience and OVOF Lead Group

**Status:** Full-time

**Key Relationships:** Executive Director, partners, and the Dutch Ministry of Foreign Affairs (MoFA)

### **Overview of the Organization:**

Founded in 2000, CREA is an international feminist human rights organization based in New Delhi, India. It is one of the few feminist human rights organizations based in the global South, led by Southern feminists, working at community, national, regional, and international levels. Together with partners from a diverse range of human rights movements and networks, CREA's work focuses on building feminist leadership, strengthening movements, expanding sexual and reproductive freedoms, promoting rights-based approaches to reducing gender-based violence (GBV), and advancing the human rights of structurally excluded people.

### **Life at CREA**

- ✓ We like to think of ourselves as a fearless, interrogative, colorful, edgy, sexy flock of birds flying freely to explore, to imagine and to build freedoms together.
- ✓ If you are ready to challenge the system when it is needed, you could be one of us.
- ✓ If 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 and sharing of knowledge is an expectation that team members have from CREA, and CREA from team members.

### **About OVOF:**

Our Voices, Our Futures (OVOF) is a global South-led consortium, comprising CREA, the Association for Progressive Communications (APC), UHAI -The East African Sexual Health and Rights Initiative, and WO=MEN. Consortium partners are complemented by strategic partner IM-Defensoras, a Mesoamerican women human rights defenders (WHRDs) organization.

OVOF will amplify voices and increase the visibility of structurally silenced women in Bangladesh, India, Kenya, Lebanon, Sudan, and Uganda, resulting in structurally silenced women taking their rightful places in civic space and participating across three key spaces: online space, physical public space, and legal and policy space. This initiative is unique among myriad interventions targeting gender equality and women's rights because it specifically aims to achieve the inclusion of structurally silenced women within broader feminist movements, where fragmentation has led to the historical exclusion of structurally silenced women even, at times, from feminist movements themselves. This structural silencing is systemic and by design, as global civic space is being actively narrowed and intentionally degraded by state actors as well as by non-state, anti-gender, and anti-rights forces. OVOF's work will defend and expand this civic space, online and on-ground. It will build the capacities of feminist movements and actors to engage in policy and law-making, and advance gender equality to demand their rights.

### **Position Overview:**

The Consortium Coordinator - OVOF will work under the guidance of the Program Director - Fostering Collective Resilience in CREA along with oversight of the Lead Group. Key focus of the role is to effectively implement program activities and skillfully support the OVOF Consortium.

### **Major Duties and Responsibilities:**

- To lead and manage the effective delivery of OVOF coordination function to the consortium and accountabilities to the MFA as the donor.
- Provide efficient OVOF secretariat support to implementing partners.
- Provide oversight and monitor the delivery of consortium-level results, which includes providing different working groups with timely and accurate information to steer the program where necessary, supporting collaborative decision-making, and documenting the process for internal reference.
- Build and manage relationships with the Dutch MoFA and the Dutch development sector to advance OVOF consortium's case and causes.
- Manage and oversee OVOF's consortium-level programmatic work and the secretariat's budget.
- Organize and coordinate regular consortium meetings for learning, strategizing, planning, and monitoring, both virtual and in-person. This includes meetings for the working groups, as necessary.
- Build strategic connections and relationships of trust between OVOF members.
- Manage the OVOF secretariat, ensuring that employees are aware of what is expected of them and provide employees with the tools to do their work.
- Manage regular information flows, communication and meetings amongst consortium members, and communication between the consortium and third parties, such as the MFA, partners and consultants working for the consortium.
- Oversee the program's planning, evaluation, learning, communications, and advocacy activities.

- Lead on politically positioning OVOF in our different spheres of influence to advance the consortium's advocacy agenda.
- Facilitate and support the implementation of the OVOF's joint advocacy agenda and facilitate coordinated advocacy plans that are grounded in Southern-based organizing, mobilizing, and alliance-building.
- Represent the consortium in events, conferences, and relevant fora, when required.

**Qualifications, Experience and Competencies:**

- Postgraduate (master's degree or equivalent experience preferred) in the social justice-related field, such as human rights, gender or queer studies, international development with relevant issues based experience on advancing rights related to sexuality, gender, and/or sex work.
- Four to five years of work experience in a similar role with NGOs from the global South and/or in international development organizations with experience working in multiple regions and contexts.
- Have a strong understanding of and experience with sex workers' rights, rights related to sexuality and/or gender diversities, women human rights defenders, sexual and reproductive rights, democracy and dissent, cross-movement collaboration, and a commitment to advancing these rights.
- Strong working knowledge of international development, women's human rights, social justice, and feminist movement building demonstrated through a minimum of five years of relevant work experience.
- Successful track record in lobbying and engaging the Dutch MFA, the United Nations, the European Union, and/or other international bodies.
- Proven managerial experience (strategic and operational) with professionals from diverse (cultural) backgrounds.
- Effective communication, negotiation, and interpersonal skills (verbal and written), with the ability to interact with people from a wide diversity of backgrounds and cultures.
- Strong experience as a strategist in the development of joint/collaborative advocacy plans.
- Demonstrated experience coordinating complex programs involving multiple partners, including building trust and navigating and addressing tensions in a way that strengthens the partnership.
- Proven ability to build and maintain effective relationships both within and outside the organization.
- Proven ability and experience in overseeing multi-actor Planning, Monitoring, Evaluating, and Learning (PMEL) processes and systems preferred.
- Strong project management skills.
- Proven process facilitation ability and experience.
- Strong ability to work both independently and as a member of a project team.

- Ability to take initiative, contribute actively to quick decision making, problem solve, manage competing priorities, and organize complex work streams efficiently and effectively.
- Detail-oriented and takes initiative with an ability to self-motivate and produce high-quality products.
- The position may involve travel (COVID-19 pandemic context-dependent) nationally, regionally, or internationally, as needed.
- Flexibility in working across diverse time zones.

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

*Diversity:* being inclusive in work and approaches to ensure that the communities CREA works with are engaged and that 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:* practicing feminist politics of deep inclusion.

### **We Offer:**

- We are committed to providing a working environment with constant learning and equal opportunity for all. We co-create an inclusive environment where diversity is valued. Cost to organization (CTO) range: USD 1500 – 3200 per month depending on qualification and experience.

- Leaves/Holidays:

- ❖ 20 days annual leave
- ❖ 12 days holiday leaves as specified in the list of holidays
- ❖ 12 days of sick/casual leave
- ❖ One week of winter break at the end of the year

CREA promotes pluralism and equal opportunity, is committed to diversity in its staffing, and maintains an environment free of discriminatory employment practices. No individual shall be discriminated against because of their actual or perceived age, caste, class, disability, marital status, religion, sexual orientation, gender identity, or sex characteristics. 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 CTO to [jobs@creaworld.org](mailto:jobs@creaworld.org) by **15<sup>th</sup> February 2023**. 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!***