# Job Description

<table>
<thead>
<tr>
<th><strong>Job Title:</strong></th>
<th>Technical Advisor - VAW Influencing</th>
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<tr>
<td><strong>Department:</strong></td>
<td>Violence Against Women (VAW) Prevention</td>
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<td><strong>Supervised by:</strong></td>
<td>VAW Prevention Coordinator</td>
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<td><strong>Place of work:</strong></td>
<td>Raising Voices Kampala Office, with some travel outside Uganda</td>
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<td><strong>Supervisees:</strong></td>
<td>N/A</td>
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## Job Role

**Role Overview:** The Technical Advisor for Influencing provides strategic and inspiring leadership for the implementation of the VAW prevention Influence strategy that strives to ensure that practice-based learning and feminist perspectives inform key program and policy related decisions for effective VAW prevention programing in Uganda, regionally and globally.

## Key Result Areas

### Strategic Support

- Lead the strengthening and development of new and existing initiatives and set strategic directions for VAW prevention Influencing efforts at Raising Voices.
- Remain updated with the emerging issues and discourse within the VAW prevention field.
- Lead the coordination of VAW prevention collective activism and strategic initiatives including working groups, reviews of policy and program documents, planning and implementing advocacy activities.
- Plan and facilitate advocacy events and feminist processes.
- Participate in strategic reviews and planning processes at organizational; departmental and team levels.

### Development and dissemination of publications

- Lead full cycle of publication development (writing, reviews, revision, design supervision, dissemination, uptake) of policy briefs, think pieces, journal articles and advocacy pieces on critical VAW prevention issues.
- Develop content and updates for the Raising Voices website.
- Develop feminist communications that convey Raising Voices’ core advocacy aims for VAW prevention.

### Support Collective Activism

- Work in collaboration with the VAW Prevention Team, CEDOVIP and other feminist organizations in Uganda to promote accountable practices to women and women rights movements.
- Coordinate the activities of the Community for Understanding Scale Up (CUSP).
- Support and participate in the Coalition of Feminists for Social Change (COFEM) initiatives and amplify feminist perspectives in programming and advocacy efforts.
### Planning, assessing and reporting
- Develop materials, learning events, publications and partnerships to capitalize on opportunities that promote the goals of joint Raising Voices-led initiatives.
- Coordinate the preparation of annual, quarterly workplans and specific activities plans for the influence team; and monitor and assess quality of activities, and revise plans if required.
- Track progress of the work and record in the organizational learning framework, engage in R&A discussions to generate learnings.
- Ensure timely reports for activity, quarterly and annual are prepared for the VAW influence using organizational reporting template.
- Identify learning agenda for the area and support learning initiatives such as e.g. PLIs; and integrated learning into practice/initiatives.

### Resource management
- Lead in the preparation of annual budget for VAW prevention Influencing work to enable implementation of annual work plans.
- Prepare detailed budget prior to the implementation of each activity and request the required funds.
- Review monthly financial reports and provide feedback.
- Ensure financial and other resources are utilized efficiently and effectively.

### Relationship building and partnership management
- Build and maintain mutually productive relationships with partners and other likeminded organizations.
- Represent Raising Voices in national, regional and global forums and events.
- Hold regular reflection with partners to enable strategic evolvement of partnership.
- Work in a feminist, collaborative and accountable way with all members of the VAW prevention team and Raising Voices more generally.
- Work in close collaboration with the VAW Prevention Coordinator.
- Supervise, mentor and support any VAW Prevention Influencing staff, interns and consultants.
- Participate and co-facilitate in VAW prevention team and Raising Voices meetings, staff retreats, reviews, strategies and processes.
- Support in preparation and facilitation of team and staff development sessions. Understand other areas of Raising Voices work and explore ways to build synergies.

### Organizational engagement
- Work in close collaboration with the VAW Prevention Coordinator.
- Supervise, mentor and support any VAW Prevention Influencing staff, interns and consultants.
- Participate and co-facilitate in VAW prevention team and Raising Voices meetings, staff retreats, reviews, strategies and processes.
- Support in preparation and facilitation of team and staff development sessions. Understand other areas of Raising Voices work and explore ways to build synergies.

### Other
- Any other related duties assigned

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### Person Specification

| Education                      | Minimum - BA Degree in development, social work, gender, human rights fields or related area
| Essential Experience           | At least 5 years of NGO experience in a senior position in Africa.
|                               | Demonstrated experience implementing VAW prevention programmes, including influencing program and policy decisions.
|                               | Experience in coordinating coalitions or working groups.
|                               | Production and dissemination of publications and communication campaigns.
|                               | Experience in promote women’s rights within a feminist framework.

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• In-depth knowledge of a feminist analysis of violence against women.

**Essential Skills & Competences**

• Excellent written and oral communication skills in English.
• Excellent strategic planning, analysis and visioning skills.
• Committed to feminist activism.
• Integrity.
• Maintains high standards of quality programming and professionalism.
• Exhibits high levels of professionalism - good communication skills, time management, takes initiative, meets deadlines, is honest and cooperative.
• Contributes to positive organizational culture, embodies the core values of Raising Voices.

**Application Procedure:** Please submit a) cover letter; b) CV; c) one page writing sample about how you understand feminist influencing and what you consider to be the three most important aspects to remember when conducting influencing work. Send to jobs@raisingvoices.org with the subject line VAW Influencing Technical Advisor.

**Deadline:** 6\(^{th}\) December 2019

Incomplete applications will **not** be reviewed or considered.
Shortlisted candidates **only** will be contacted by 16\(^{th}\) December 2019.