

## **WEA Geneva UN Liaison Office searches for a Communication and Advocacy Officer**

*Accepts applications until 30 November 2021. Preferred start date: 15 January 2022.*

*The World Evangelical Alliance (WEA) is creating a new and vital position, Communication and Advocacy Officer, as part of the WEA Geneva UN liaison team. This position can be Geneva-based or remote, part-time or full-time, depending on the qualification of the applicant.*

*The Communication and Advocacy Officer will contribute towards the goal of the Geneva Liaison Office of the WEA which is to strengthen the voice of the 600 million Evangelicals worldwide in order to achieve positive structural changes in their countries, improving rule of law, freedom of conscience and of religion, minority rights, social justice, development and good governance.*

*The team is currently composed of Michael Mutzner, Permanent Representative of WEA to the UN in Geneva, Albert Hengelaar, Advocacy and Development Officer, Wissam al-Saliby, Advocacy Officer, and Kateryna Shynkaruk, Research and Advocacy Officer. The Communication and Advocacy Officer will join this team, and put his or her skills to bridge between human rights advocacy by national Evangelical Alliances, and the United Nations human rights mechanisms in Geneva.*

***To apply, please send your cover letter, CV, one writing sample, and one communication material sample (photos, videos, website, webpage, social media, etc.) and the contact details of one reference person to [geneva@worldea.org](mailto:geneva@worldea.org), by 30 November 2021.***

## Job description – Communication and Advocacy Officer

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Established in 1846, the World Evangelical Alliance (WEA) is a network of churches consisting of national evangelical alliances from over 140 different countries. The WEA brings a world-wide identity, voice, and platform for the more than 600 million evangelical Christians around the globe.

The World Evangelical Alliance is formally registered as an NGO in Special Consultative Status with the United Nations. This accreditation provides ample opportunities to be a voice for the worldwide evangelical community. The office is a platform for evangelical constituencies to raise their voices and to engage governments when their human rights record is discussed at the United Nations in Geneva.

The Communication and Advocacy Officer will be offered a unique experience in a strategic ministry, and become part of an experienced team at WEA Geneva Liaison Office and within WEA at large.

**Starting date:** 15 January 2022 (preferred)

**Trial period:** 3 months.

**Employment:** 50%-100% depending on the qualification of the applicant.

**Compensation:** based on several criteria including local standards, education and experience.

**Reporting to:** WEA Permanent Representative to the United Nations

**Location:** Geneva (if applicant has work permit for Geneva) or remote

Type and duration of contract depend on location.

### 1. Principal tasks

The Communication and Advocacy Officer's principal tasks are the following:

- Monitoring and reporting on UN mechanisms agenda, session progress, outcomes and NGO and government input, including for the Office of the High Commissioner for Human Rights, the Human Rights Council, Human Rights Committee, UN General Assembly 3<sup>rd</sup> committee, UN Experts and Special Procedures and the Universal Periodic Review;
- Contribute to assessing WEA Geneva Liaison Office impact and outcomes;
- Attend meetings and events, represent WEA and report on meetings;
- Contribute to filming, video editing, subtitling, submission to UN sessions and publishing on WEA YouTube channel;
- Social media planning, engagement, monitoring and evaluation;
- Document editing, reviewing and layout design; ensure respect for file and folder naming convention and storage policy;
- Maintaining the constituency, partner and diplomat contacts up-to-date, and inputting and extracting data from database upon request from Geneva office staff;
- Provide support in event organizing and communication.

### 2. Required competences:

- Bachelor's degree in social sciences
- Experience in communication and/or advocacy is preferred
- Experience in digital communication tools is preferred.
- Proficiency in English
- Committed Evangelical Christian and a passion to serve the Church

WEA Geneva Liaison Office has a preference for a candidate that enhances the global diversity of the team.

### 3. **Evaluation**

After a trial period of 3 months, evaluation of accomplishments, identification of areas of improvements and setting of new priorities will be done on a yearly basis under the leadership of the WEA Permanent Representative to the UN in Geneva.

### 4. **Under all circumstances, the Communication and Advocacy Officer is expected:**

- To be led by a sincere desire to obey God;
- To identify with the WEA confession of faith;
- To apply biblical principles to their personal life and work;
- To maintain a good equilibrium between work and family;
- To act as a peacemaker and a bridge builder, to seek dialogue, to speak truth with love, with gentleness and respect;
- To respect cultural sensitivities.

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