

## Job Announcement

### Program and Advocacy Officer

Full Time - 1 year extendable

Multiple locations

**Safeguard Defenders**, established in 2016, is the successor to the Chinese Urgent Action Working Group (China Action), a human rights organization in Beijing from 2008 until 2016 when it was targeted in countrywide crackdown on the legal and human rights community. From 2008, China Action developed an innovative approach to human rights promotion and protection in China, which included extensive capacity building for frontline human rights defenders, coordination of legal aid clinics, and emergency funding for at risk human rights defenders. Safeguard Defenders continues the work of its predecessor in developing human rights and the rule of law in Asia, with a focus on China.

Safeguard Defenders works with local partners in several countries in East and Southeast Asia to support activities to protect basic rights, promote the rule of law, and increase the capacity of civil society and human rights defenders in some of the most closed civic spaces in Asia. With its headquarters in Madrid, Spain Safeguard Defenders also coordinates strategic international advocacy to raise awareness of ongoing human rights concerns and to influence responsible stakeholders.

The position of Program and Advocacy Officer will report directly to the Executive Director. The position will be expected to handle both day to day program management duties and to contribute to the development of new projects while also leading in select advocacy campaigns and at times representing the organization in international conferences, meetings, or with media appearances. The position will also have limited research opportunities. This is an exciting opportunity to join an expanding and dynamic human rights organization and to shape its direction and content over time.

### Responsibilities

- Management and administrative responsibility for select program(s);
- Responsibility to, with other staff, develop new project ideas, draft plans, establish relevant local partnerships, and secure grant support;
- Handle external communications, draft and implement communications and advocacy strategies;
- Maintain and develop relationships with media- and diplomatic community, international institutions, etc.;
- Initiative and assist in research projects and report productions.

### Qualifications

- A strong sense of initiative and ability to work independently;
- A demonstrated commitment to the rule of law and universal human rights;
- Strong knowledge of one or the other international human rights law and advocacy, administration and management, or the politics of East and Southeast Asia, with at least intermediate knowledge of the others;
- Prior experience in project and grant administration and management;
- Experience with public communications and outreach, including writing press statements and appearing in media;
- Relevant academic background;
- Prior exposure to digital security tools and techniques and the ability to work sensitively with at risk populations in repressive environments.
- Fluency in English and proficiency in Mandarin Chinese;
- Ability to travel easily in the European Union and Asia.

This position location is flexible based on agreement between Safeguard Defenders and the candidate, but whether based in the field in East/Southeast Asia or at Safeguard Defenders head office in Madrid, the position is expected to involve limited travel to and from one or the other location.

Please submit your resume and a one page statement of interest to Safeguard Defenders by March 31, 2019 to: [info@safeguarddefenders.com](mailto:info@safeguarddefenders.com). Only candidates selected for an interview will be contacted.