

Program Officer for the Middle East and North Africa

Application Deadline: 22 May 2023

Start Date: As soon as possible

Employment Type: Full-time (preferred); six-month contract with possibility of extension

Salary: Dependent on experience and location, according to the International Civil Service Commission (ICSC) scale

Location: Based in the Middle East or North Africa, or New York City; if based in NYC, candidate must be eligible to work in the U.S.

Position

The Global Network of Women Peacebuilders (GNWP) seeks a full-time Program Officer for the Middle East and North Africa (MENA) based in the region or in New York City for six months with the possibility of extension. The Program Officer will support advocacy, research, planning and programmatic work primarily in MENA. The Officer will work remotely and will be expected to occasionally travel to various MENA countries for GNWP activities (if public health and safety guidelines permit) to assist in facilitating meetings and workshops.

The Organization

The Global Network of Women Peacebuilders is a coalition of women and youth-led organizations from Africa, Asia and the Pacific, Latin America, Eastern and Western Europe, the Middle East, and the Arab world—mostly in conflict-affected countries—that are actively involved in advocacy and action for the full and effective implementation of the UN Security Council Resolutions (UNSCR) on Women and Peace and Security (WPS), Youth and Peace and Security (YPS), Sustaining Peace, Gender-responsive Humanitarian Action, and 2030 Agenda for Sustainable Development.

GNWP amplifies women's and youth peacebuilders' voices for more sustainable and inclusive peace. In partnership with local communities affected by violent conflicts and humanitarian crises, GNWP implements programs that build peace locally, teach women and girls how to read and write, promote women and youth peacebuilders to be leaders and decision-makers, and improve women's economic status. GNWP advocates with governments to implement laws and policies that promote and protect women's and youth's rights and work with men and gender equality allies to support women's empowerment, leadership, and rights.

Description

The Program Officer for MENA will be required to:

- Assist in the coordination and implementation of GNWP activities across MENA countries; including attending and co-facilitating advocacy meetings and training workshops;
- Provide support on regional research projects, as well as in the drafting and contributing to concept notes, activity reports, and other materials;
- Communicate with local and regional partners, network members from MENA countries, and Young Women+ Leaders for Peace (YWL) chapter in Lebanon to support and amplify advocacy initiatives;
- Monitor and track UN Security Council activities on WPS; YPS; and Sustaining Peace, particularly as they relate to ongoing work in MENA countries;
- Actively engage on social media platforms where GNWP is active (Twitter and Instagram) showcasing both in country-level programmatic work and global events relevant to GNWP and its partners;
- Communicate with GNWP members around the world and assist with online campaigns showcasing their work;
- Assist in preparations for high-level global and regional advocacy fora;
- Provide support in the promotion of various programs and projects related to the advocacy for the effective implementation of UNSCR 1325, 1820, 2250 and the supporting resolutions on WPS and YPS, as well as gender-responsive humanitarian action; and
- Work in a supportive, inclusive atmosphere.

Qualifications

- Undergraduate studies in Conflict Studies, Human Rights, Women's and Gender Studies, International Relations, or Global Affairs or equivalent certificate in Peace and Security or Humanitarian Action;
- Particular interest in implementing global policies and international laws at the national and local levels; to national and community level and amplifying the voices of grassroots women at the global level;
- Knowledge of the inner workings of the League of Arab States and connection to other regional multilateral bodies is an asset;
- Professional written and oral proficiency in Arabic and English;
- Ability to work in a fast-paced environment, self-motivated and attention to detail and accuracy;
- Excellent interpersonal, leadership and organizational skills;
- Ability to keep deadlines and commitments;
- Flexibility with work hours to accommodate correspondence with colleagues, partners, and donors in different time zones;
- Ability to work independently and as part of a team; and
- A creative outlook, enthusiasm, and a fresh perspective.

GNWP offers a benefits package to U.S.-based staff.

To apply please submit your CV, short writing sample, and two (2) references via the following form: <https://forms.gle/WHHQnpu9tkY92kAE9>

Only complete applications will be considered and shortlisted candidates will be contacted.

GNWP is dedicated to creating a diverse and inclusive environment of mutual respect. GNWP recruits, employs, trains, compensates and promotes regardless of race, religion, color, sex, gender identity, sexual orientation, age, ability, national origin, or any other basis covered by appropriate law. All employment is decided based on qualifications, competence, integrity, and organizational need.

If you need any reasonable accommodation to support your participation in the recruitment and selection process, please include this information in your application.

More information on GNWP policies can be found here: gnwp.org/about-gnwp/

For any questions or concerns, please contact: employment@gnwp.org.