

## National Women's Council of Ireland Job Description

**Job Title:** Reproductive Health Rights Officer

**Responsible to:** Women's Health Co-ordinator

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### **The aim and purpose of the job:**

The Reproductive Health Rights Officer will promote NWCI's work on women's reproductive health in line with our Strategic Plan 2016-20. In particular, the Reproductive Health Rights Officer will work to realise NWCI's vision of reproductive health for women in Ireland, underpinned by our [Every Woman model](#). The Officer will build on the work of NWCI to bring about change by clearly articulating a feminist analysis of reproductive health. The position will involve consultation with women, engagement with the public and policymakers, policy analysis and advocacy work.

### **Key Areas of Responsibility:**

1. Implement the reproductive health work programme of NWCI in accordance with our strategic plan.
2. Develop and implement creative approaches to working with women and health service staff to communicate NWCI's policies on reproductive health.
3. Provide secretarial and administrative support for NWCI coalitions and working groups relevant to reproductive health, including on abortion care.
4. Organise a programme of consultations on reproductive health with women across the country.
5. Organise events (conferences, seminars, workshops, roundtables) on issues related to securing and protecting women's reproductive health rights.
6. Develop policy positions, submissions, presentations and information material necessary for the realisation of NWCI's [Every Woman model of reproductive health](#).
7. Engage with the health service and reproductive health-related organisations to promote and support the delivery of women-centred abortion services and women-centred reproductive health services, including contraception.
8. Develop reproductive health promotional and resource materials on- and off-line, in liaison with Communications Team and Policy Team.
9. Support NWCI's members working to improve women's reproductive health.
10. Building alliances and represent NWCI in a variety of fora on a local and national level.
11. Participate in NWCI team meetings and regular performance management meetings with the Women's Health Co-ordinator.
12. Undertake such duties as may reasonably be assigned from time to time.

### **Skills and Experience - essential**

- (a) At least 2 years' experience in a similar role in a Non-Governmental Organisation (NGO) or other relevant sector
- (b) Clear understanding of and commitment to a feminist ethos

- (c) A Third Level Qualification or equivalent
- (d) Demonstrable knowledge and understanding of the reproductive health needs of women in all their diversity
- (e) Event management experience
- (f) Demonstrable experience of policy development and advocacy work with government and institutions
- (g) Excellent communications skills, both written and verbal

This is a 3-day position offered on a 12-month contract, based in Dublin.

Salary Scale: The successful candidate will commence on €37,000 (5 days per week) pro rata (being €22,200 for 3 days). Candidates should note that salary will not be subject to negotiation.

Closing date for receipt of signed application form is 16<sup>th</sup> May. Please forward three hard copies of the application form, signed, for the attention of Anne Gibney, Head of Finance and Operations, NWCI, 100 North King Street, Smithfield, Dublin 7.

Late applications will not be reviewed.

*NWCI is an equal opportunities employer and offers a number of flexible working arrangements. We welcome applications from all sections of the community.*