



National Women's Council (NWC)

Job Description

Job Title: Violence Against Women Officer

Responsible to: Violence Against Women Coordinator

Main purpose of the role:

The main purpose of the Violence against women (VAW) Officer is to support NWC's goals in ending gender-based violence and exploitation in line with the NWC Strategic Plan 2021-2024: No Woman Left Behind. This role will include policy analysis, campaigning and advocacy, communications, relationship and alliance building, event management and administrative responsibilities, as well as working in collaboration with NWC members through the National Observatory on Violence Against Women. The Officer will proactively include the full diversity of women into NWC's work on Violence against women and take an intersectional feminist approach. This role will have a particular emphasis on ending commercial sexual exploitation of women in the sex trade as a key component of NWC work on violence against women.

Areas of Responsibility

1. Prepare policy positions, submissions, presentations, briefings and information materials on VAW.
2. Support the development of campaigns with regard to VAW
3. Develop further established links with VAW organisations and agencies, both statutory and non-statutory.
4. Support the development of and provide secretarial and administrative support for the National Observatory on VAW and other NWCI working groups relevant to the policy area.
5. Develop NWCI's VAW work (including prostitution and commercial sexual exploitation) and support NWCI's work and other member initiatives.
6. In liaison with the Communications and Policy Teams, prepare VAW messaging for the media and for our members and supporters on social media.
7. Organise Observatory and NWC VAW-related events, seminars, workshops, roundtables and/or conferences.
8. Represent NWCI in a variety of local and national fora.
9. Participate in NWCI team meetings and regular performance management meetings with the Head of Policy.

10. Undertake such duties as may reasonably be assigned from time to time.

Principal Qualifications required:

A 3rd level qualification in social policy or related area

Experience

- At least 2 years' experience in a similar role in a Non-Governmental Organisation (NGO) or other relevant sector

Competencies (Skills & experience)

- Clear understanding of and commitment to a feminist ethos
- A clear understanding of gender-based violence and violence against women in all its forms.
- Demonstrable knowledge and understanding of the Istanbul convention
- Demonstrable knowledge in managing website content, social media accounts and knowledge of customer management systems
- Building alliances and the ability to represent the organisation at a National/International and local level
- Event management experience
- Programme/project management and delivery of results
- Demonstrable experience of policy development and advocacy work with government and institutions
- Excellent communications skills, negotiation and problem solving
- Knowledge and understanding of NGO sector, gender and equality
- Strive to improve personal performance and
- Commitment to self-development