

## **JOB DESCRIPTION**

### **Policy & Advocacy Manager**

World Vision Ireland was established as a registered Irish charity in 1983. World Vision Ireland is a member of the World Vision International partnership, which is the largest development and humanitarian child-focussed agency worldwide.

World Vision Ireland's primary objective is to support our field operations, both in terms of our core long-term development programmes and humanitarian & emergency relief. We do this by raising private, institutional and Government funds, by informing the Irish public about humanitarian issues as witnessed first-hand by World Vision in the field, and by influencing policy in the areas of long-term development and emergency relief. Advocacy – Justice for Children is a core area of work for World Vision Ireland – to bolster our policy influencing and advocacy work we are now recruiting a Policy and Advocacy Manager.

#### **The Role**

The Policy and Advocacy Manager will support the development and delivery of an ambitious advocacy strategy in line with World Vision mission and objectives.

#### **Responsibilities**

- Lead the development of a proactive, propositional policy and advocacy strategy for World Vision Ireland.
- Deliver clear advocacy strategies to influence decision-makers, the media, wider civil society and policy makers.
- Establish coherent plans and activities to achieve the objectives, in coordination with the Programmes & Policy Director.
- Support strategic relationships among relevant networks, decision makers, experts, allies, partners, and other stakeholders.
- Work with the World Vision Ireland and World Vision International Partnership Teams to identify key advocacy opportunities, co-ordinate activities and to maximise positive impact.
- Work with the Communications and PR Manager to coordinate external messaging on policy and advocacy to ensure consistency in our communications and to maximise reach and impact.
- Work with communications colleagues to develop and contribute to press releases, media statements and reactive quotes, signing off content as appropriate.
- Prepare information resources and briefing material on key policy issues e.g., reports and briefings for decision-makers, material for World Vision Ireland's website, briefing documents for Senior Leaders.
- Collaborate with other World Vision entities to support clear policy aims and have appropriate impact internationally.
- Coordinate the review, approval, and dissemination of World Vision Ireland Organisational Policies

### **Skills and Personal Qualities**

- Minimum of five years' experience of working in policy, advocacy and/or research in a multi-cultural environment; previous experience in policy analysis and development is essential.
- Excellent political insight and judgement with good understanding of the Irish parliamentary processes and the opportunities these present for influencing.
- Experience of design and execution of advocacy strategies and projects
- Skilled and strategic advocate and a confident communicator who can engage persuasively with a variety of audiences.
- Knowledge of international policy-making and decision-making processes especially in the EU, UN, and other multilateral bodies
- Wider knowledge of foreign affairs and economic development and how development works within that.
- A strong networker and collaborator, ideally with a personal profile in the area.
- Good understanding of campaigning, use of narratives and communications.
- Able to collaborate effectively and contribute to areas that are outside expertise.
- Strategic, analytical and creative thinking skills.

### **Contract Details**

- **Job Location:** Hybrid: Working from Home and office Rathmines, Dublin 6
- **Starting Date:** 1<sup>st</sup> May 2023
- **Contract Type:** Full time, Permanent
- **Hours:** 9.00am-5.30pm Mon-Thurs, 9.00am- 4.30pm Friday (36.5 hours)
- **Salary:** €45,000
- **Reporting To:** Policy & Programmes Director

### **Application Process**

To apply send a CV and cover letter, in one PDF file, to [irelandjobs@worldvision.ie](mailto:irelandjobs@worldvision.ie) Please insert "Policy & Advocacy Manager" in the subject line.

**Closing Date:** Wednesday 29<sup>th</sup> March 2023

**Interviews:** First Round interviews to take place Wednesday 5<sup>th</sup> April 2023, interviews will take place in person in the World Vision Office, Rathmines Dublin 6

Applicants must be authorised to work lawfully within the EU. We will not sponsor applicants for work visas.

### **Safeguarding**

Safeguarding children and vulnerable adults is foundational to all World Vision Ireland's activities and programmes. Central to everything we do is our commitment to first do no harm to children or adult beneficiaries, to respect the rights of all beneficiaries, and to uphold the best interests of children as a primary consideration in all actions and decisions.

World Vision has specific policies on this commitment which outline the expected behaviour and the responsibility of all staff, consultants, and other affiliates. Any candidate offered a position with World Vision Ireland will be required to sign and abide by the organisation's Child & Adult Safeguarding Policy and Behaviour Protocols. All successful candidates will be subject to detailed reference checks and some roles may require police background checks.

The above job description only serves as a guide for the position available. World Vision Ireland reserves the right to change this in accordance with the needs of the organisation.

World Vision Ireland is an equal opportunities employer.