

Coordinator for Human Rights Defenders project

Do you have solid experience with project management? Do you have good knowledge of the situation of human rights defenders and want to contribute to enhance their protection and to promote their rights? And do you speak and write fluently in Spanish and English?

Then you might be our new Project Coordinator for a new project titled “Defending the Defenders”, addressing challenges of indigenous environmental human rights defenders in four countries in Asia and Latin America.

In recent years people and communities that protect the environment and forests have come increasingly under threat by various actors from the public and private spheres. Indigenous peoples are the custodians of forests and are at the forefront of defending them. This puts them particularly at risk from perpetrators interested in using their land, territories and natural resources for development purposes and business opportunities. Through capacity development, documentation, media work, advocacy at national, regional and international levels and project support, IWGIA empowers and supports indigenous environmental human rights defenders to better protect themselves against threats and continue their essential fight in the protection of forests and indigenous peoples’ rights. IWGIA works with a rights-based approach to all our work, including on climate change and environmental protection.

The Project Coordinator will be a core member of a team that will be responsible for the implementation of a project funded by the Norwegian government on indigenous human rights defenders (IEHRD). This is a two years position at IWGIA’s Secretariat in Copenhagen. Regular travel to the project areas are required.

Tasks

Your tasks as our project coordinator will include:

- Driving the implementation of the IEHRDs project to ensure high standards of project management and donor compliance
- Donor reporting and liaison
- Coordination, planning and budget steering and other administrative tasks
- Project monitoring and evaluation
- Technical support to partners in both regions
- Capacity development of partners in institutional strengthening
- Internal coordination of project implementation with other team members
- Coordination of publications and other communication materials

The Candidate

You are ideal for the job if you have:

- A relevant university degree in social sciences, law or environmental studies
- Solid experience with project management
- At least 3 years of experience with project administration, coordination, monitoring and budget steering
- Experience with donor reporting

- Good understanding of a human rights-based approach and ideally experience from a human rights organization
- Knowledge of indigenous peoples' rights
- Fluency in Spanish and English (written and spoken)
- Strong intercultural and interpersonal skills and communication skills
- Knowledge of online and off-line security for activists working on sensitive topics
- Knowledge and/or experience working with human rights defenders
- The ability and motivation to work in a team
- Flexibility and respect towards our partners.

We offer:

A 2-years position at our secretariat in Copenhagen. A vibrant and exciting work environment in a small organization where there is space for personal engagement, independent work, and a variety of diverse responsibilities. The position will require a minimum of 40 days of travelling per year.

Working hours are 37 hours a week, including ½ an hour for lunch. IWGIA follows the Danish state's salary levels.

Application deadline: 7 January 2019. First interviews 14-15 January 2019. Please send a short motivation letter and your CV to: position [@iwgia.org](mailto:position@iwgia.org).

Signing of contract is conditional upon confirmation of funding.

For more information contact Kathrin Wessendorf, Head of Programmes, kw@iwgia.org or Signe Leth, Senior Advisor, sil@iwgia.org

IWGIA is committed to equal employment opportunity and we therefore encourage everybody – irrespective of age, gender and of religious, sexual, national or ethnic affiliation – to apply for this position.

IWGIA is an international human rights organization promoting, protecting and defending indigenous peoples' rights. We *document* indigenous peoples' situations, the violations of their rights and analyze trends; *empower* indigenous peoples through organizational support and projects on the ground and by supporting human rights institutions to advance indigenous peoples' rights; and we conduct *advocacy* with and in support of indigenous peoples towards key duty bearers at international, regional and national levels.