

POSITION VACANT

CONSULTANT

for

“Strengthening regional advocacy for the legal and social protection of Rohingya refugees”

The Foundation for the Rights of Disadvantaged Populations (FRDP), operating internationally as the Asia Pacific Refugee Rights Network (APRRN), is seeking an energetic and visionary consultant to lead our regional advocacy around legal and social protection of Rohingya refugees. The ideal candidate will be passionate about advancing the rights of refugees and other people in need of protection, will be equipped with the skills and knowledge required to help us achieve our strategic goals, and will actively support the collaborative efforts of our diverse membership.

ASIA PACIFIC REFUGEE RIGHTS NETWORK (APRRN)

APRRN is a network of more than 350 civil society organisations and individuals from 28 countries, committed to advancing the rights of refugees in the Asia Pacific region. The network is supported by a secretariat of six staff, based in Bangkok. APRRN's activities are structured into key areas of information sharing, mutual capacity building, and joint advocacy.

Our members are diverse, including service providers, human rights advocacy groups, research institutions, law firms providing pro-bono legal aid, refugee community-based organisations and refugees themselves. Almost all APRRN members are civil society groups working in their specific local contexts, lobbying their governments for changes in policies and legislation to protect the rights of refugees.

APRRN's vision for the Asia Pacific region is one in which all people affected by displacement and statelessness have equal and adequate access to assistance and protection, and to timely durable solutions as needed. Our goal is to work towards a future in which refugee communities, civil society, States, UNHCR and other actors collaborate effectively towards the common purpose of protection.

APRRN CONSULTANT

The ideal candidate will have:

- Substantial experience in working with Rohingya issues and refugee issues
- Excellent interpersonal skills, including demonstrated experience in engaging with people in cross-cultural contexts
- Experience in organizing logistics, events, and roundtables, as well as reporting on deliverables in line with donor requirements

POSITION DETAILS AND HOW TO APPLY

Position title	Consultant
Salary	55,800 Thai Baht per month (subject to tax deduction)
Benefits	Travel Insurance for APRRN business Visa and work permit in Thailand
Work Location	Bangkok
Hours	Full-time (40 hours per week)
Length of role	1 April 2019 – 31 March 2020
Further information	Please visit our website at www.aprrn.info for further information on APRRN. For further information on the position please email jobs@aprrn.info with the subject line “Enquiry: APRRN Consultant-Rohingya” and include a contact number and your time zone.
Applications close	22 February 2019
How to apply	<p>Please send your application in Word or PDF format to jobs@aprrn.info with subject line “Application: APRRN Consultant-Rohingya”.</p> <p>The application should include:</p> <ul style="list-style-type: none">• a CV of maximum 2 pages;• a cover letter addressing selection criteria (maximum 4 pages);• contact details for three referees• a writing sample, unedited by others <p>Please make sure these are saved in one document and the title of the document is Application_Consultant-Rohingya_(Your full name).</p>

KEY ACCOUNTABILITIES

Reporting to the Programme Coordinator, the main focus of the Consultant is to support all programme staff at the Secretariat and implement network activities, with a particular focus on the work of the Rohingya Working Group. Responsibilities include:

Programme Support - Rohingya Working Group

- Organize and implement regional meetings with stakeholders, APRRN members, and other actors
- Organize and implement regional legal practitioners roundtable and related events and activities as laid out in the 2019 - 2021 Rohingya Working Group Action Plan
- Undertake logistics for meetings, trainings & workshops including flights, hotels etc. as required
Provide coordination, and other support as required to the Rohingya Working Group

Programme Support - General

- Engage and assist APRRN program activities as required under the direction of the Programme Coordinator
- Engage and assist APRRN Secretariat activities as required under the direction of the Secretary General

Communication

- Liaise with donors, external partners, and stakeholders as required
- Represent APRRN in various fora as directed by the Programme Coordinator
- Produce press releases, briefing updates, and other public documentation as appropriate
- Fulfil secretariat duties, such as agenda setting, minuting, and reporting, in relevant meetings, round tables, and other events.
- Ensure timely reports on activities in line with donor requirements and APRRN standards

Finance and administration

- Produce detailed and accurate budgets for activities falling under the remit of the position
- Provide accurate and timely reporting on expenditure in accordance with APRRN financial procedures
- Support in drafting financial and narrative reports for donors
- Manage financial logistics for projects falling under the remit of the position

KEY SELECTION CRITERIA:

Education:

- Bachelor's degree or higher, preferably in international relations, law, politics, development or social sciences disciplines
- Some formal training in refugee and human rights is preferred
- Good understanding of the overall socio-political as well as human rights situation in the Asia Pacific region would be ideal

Experience:

- Minimum of 3 years' work experience in promoting and protecting the human rights of forced migrants (refugees, internally displaced persons, and/or stateless persons)
- Comprehensive understanding of the overall socio-political situation and the human rights concerns regarding Rohingya populations in exile
- Interest and experience in coordinating advocacy policy at national, regional and international levels, Experience coordinating multiple diverse stakeholders

Skills:

- Demonstrable command of oral and written English, fluency in an Asian language a plus
- Diplomatic and able to maintain good relations with APRRN members and other stakeholders
- Excellent coordination, logistical and financial management skills
- Ability to engage challenges as they arise with sound judgment, realistic response, and good humor
- Ability to multi-task and set own priorities while managing competing deadlines
- Demonstrable ability to work independently with limited supervision and high self-motivation

Desired

- Experience working with APRRN members and familiarity with the APRRN structure
- Experience working with Rohingya populations would be ideal

Other relevant information:

- Willingness and ability to travel within the region, as required, including to insecure locations
- Thai nationals are encouraged to apply for this position. For non-nationals, appointment is subject to being able to secure permission to work in Thailand.
- Dependent upon funding and future priorities and activities under the Rohingya Working Group, there may be a possibility of an extension of the position