



The Secretariat of ProtectDefenders.eu is looking for a Consultant

As part of its ongoing organizational development, the Secretariat of ProtectDefenders.eu is looking for a consultant to conduct a risk management review. The consultant will assess the current structure and policies of the Secretariat and then support the Secretariat in developing an action plan and in implementing the agreed-upon actions.

The aim of the consultancy is to assess the risks faced by the Secretariat in line with the work that they do and work on policies and procedures in mitigate these risks. The aim is further to assist the Secretariat in the development of improved policies in line with internal and external requirements in a consultative manner with the entire Secretariat team and Board.

DELIVERABLES

- Assessment of the current risks faced by the Secretariat and its programmes.
- Develop an Action plan through group consultations with relevant stakeholders.
- Implement said Action plan, in line with best sectoral practices. This may include (non-exhaustive list):
 - Updating existing policies
 - Drafting of new policies
 - Updating relevant documents (contracts...)
- Provide a presentation to the Board of Directors on the outcomes of the assessment
- Provide a training to the Secretariat team on outcomes of the Action plan (including on policies)

EXPERIENCE REQUIRED AND PERSONAL SKILLS

- Demonstrable knowledge of organizational risk management.
- Demonstrable knowledge in policy development, in line with EU requirements
- Understanding of the importance of holistic and inclusive perspectives.



- Strong skills in facilitation and communication.
- Discretion and respect of confidentiality.
- Quality-oriented.
- Autonomous team player.
- Excellent oral and written communication skills in English.

HOW TO APPLY?

Applications must include:

- CV.
- Cover letter and work-plan, including time-frame ending in October 2023
- Financial proposal.

Please send the requested documentation in PDF to recruit@protectdefenders.eu. Given the rapid deadline, early applications are encouraged as the call may be closed rapidly with the right candidate.

OTHER

For more information, please visit our website: www.protectdefenders.eu

INFORMATION ABOUT PROTECTDEFENDERS.EU

ProtectDefenders.eu is the European Union Human Rights Defenders mechanism, established to protect defenders at high risk and facing the most difficult situations worldwide.

ProtectDefenders.eu:

- Operates a permanent and rapid response mechanism to provide emergency support and material assistance to Human Rights Defenders in danger, their families and their work.
- Manages a support program of temporary relocation for Human Rights Defenders at risk to relocate inside their country, within their region or abroad in case of urgent threat.
- Supports and coordinates an exchange platform for organizations and stakeholders working on temporary relocation for Human Rights Defenders, including through the EU temporary relocation platform.
- Provides training, support and capacity building to Human Rights Defenders and local organizations.
- Monitors the situation of human rights defenders and advocates for a protection agenda for Human Rights Defenders at local, regional and international level.



- Promotes coordination between organizations dedicated to support for Human Rights Defenders, EU institutions and other relevant actors.

The implementation of ProtectDefenders.eu is led by a Consortium of 12 NGOs active in the field of Human Rights, namely Front Line Defenders, Reporters Without Borders (RSF), World Organisation Against Torture (OMCT), International Federation for Human Rights (FIDH), Economic, Social and Cultural Rights Network (ESCR-Net), International Gay and Lesbian Association (ILGA), Urgent Action Fund for Women's Human Rights (UAF), Protection International (PI), Peace Brigades International (PBI), Euro-Mediterranean Foundation of Support to Human Rights Defenders (EMHRF), Forum Asia and East and Horn of Africa Human Rights Defenders Project (EHAHRDP).

ProtectDefenders.eu is coordinated by an independent Secretariat based in Brussels.