



PROTECTDEFENDERS.EU

The Secretariat of ProtectDefenders.eu - The EU Human Rights Defenders mechanism is looking for a Canada Programme Officer

This role will have the overall responsibility to deliver on the FIDDH partnership with the Government of Canada on their Refugee Stream for Human Rights Defenders¹. The role will be responsible for coordinating the verification of HRDs with regard to the Canadian Government's resettlement scheme, ensuring that the support and services provided to HRDs and other stakeholders echo the Organisation's values and principles of work.

It is a new program and role in the organisation and as such, the role may develop and change as it is rolled out.

Tasks & General Responsibilities:

The key accountabilities and associated duties include:

1. Management of applications, referrals and related documentation

- Liaising with program partner organisations for the establishment of referral and operational protocols and capacity-development on their implementation;
- Liaising with referral organisations on the preparation of applications to ensure that they adhere to the criteria for resettlement and are as comprehensive as possible;
- Preparing an analysis of each application received in order to inform decision-making by the Board;
- Preparing case files for submission to UNHCR;
- Managing the recording and tracking of applications and submissions;
- Ensuring adherence to robust administrative procedures.
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¹The purpose of the Canadian Government's Refugee Stream for Human Rights Defenders is to enable a limited number of HRDs who have had to leave their country due to risks they were facing because of their human rights work and who don't have access to a durable solution in the host country where they are now living, to have the opportunity to resettle permanently in Canada.



2. Analysis & Decision-making

- Applying sound judgement and professional analysis to applications and compiling detailed summaries for the Board for referral;
- Assess and verify incoming applications against the Refugee Status eligibility and admissibility criteria;
- Analyse trends in requests/referrals within socio-political and geographical contexts.;

3. Collaboration

- Being the focal point for all communication with participating referral organisations;
- Collaborating with referral partners throughout the process to ensure timely submission of cases;
- Coordinating with the whole ProtectDefenders.eu Secretariat and Front Line Defenders staff in relation to referrals and the overall program;
- Coordinating with UNHCR for submission of case referrals;
- Coordinating with the Canadian Government's Department of Immigration, Refugees and Citizenship for the effective administration and implementation of the program;
- Working collaboratively and flexibly with all staff and external partners using strong problem-solving, diplomacy and negotiation skills

4. Measuring Impact

- Producing reports and analysis related to the programme;
- Providing information on trends, statistics and achieved results for internal and external reports;

EXPERIENCE REQUIRED

- Experience of working 3-5 years in the area of human rights;
- Experience of working with UNHCR or on refugee affairs;
- Experience of working with people from different cultural backgrounds;

PERSONAL SKILLS

- Excellent organisational and project management skills;
- Excellent political analysis and good judgment;
- Excellent reasoning ability;



- Excellent negotiation and diplomacy skills;
- Fluency (written & oral) in English and a second language relevant to the work of HRDs (e.g. French/ Spanish/ Arabic/ Russian /Farsi /Turkish/ Chinese)
- Excellent relationship building skills.

STARTING DATE & CONDITIONS

- Preferable starting date: ASAP
- Duration and conditions: the candidate will be offered a two-years renewable contract
- Remuneration of approximately 3200-3400EUR gross/month depending on experience
- ProtectDefenders.eu also provides work insurance, meal vouchers and monthly local transportation.
- Due to the COVID 19 pandemic, please be aware that the ProtectDefenders.eu staff work from home until further notice.
- The candidate needs to be willing to be based in Belgium and have a valid work permit.

HOW TO APPLY?

Please send your CV and cover letter (please include information about your availability) before October 4 2021 by email at recruit@protectdefenders.eu with the subject: 'Canada Programme Officer - Your surname'.

Please note that only short-listed candidates will be contacted.

Interviews will be held via Skype.

Early applications are encouraged, as the position might be filled before the deadline!

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 programme 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 organisations 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 organisations.
- 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 organisations 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.