



<b>Job title</b>	<b>Gender human rights officer</b>
<b>Department /Field of experience</b>	Department of social works and human services
<b>Role type</b>	National
<b>Travel involved</b>	In-country
<b>Duty post</b>	Kumba
<b>Length of Contract</b>	12 months
<b>Salary</b>	Competitive

### **Job Description/Scope of work**

#### **Responsibilities**

- Research and collect information pertaining to human rights mater in targeted areas where AMEF projects are being carried out, including their gender dimensions from a variety of data sources to keep abreast of issues/events and provide up to date information.
- Review human right issues, including their gender dimensions, and participate in discussions with other gender human rights officers on the integration of these issues into political, humanitarian and economic efforts and programs.
- Investigate and verify human rights incidents or other information received through interviews with victims, alleged perpetrators, government authorities and other actor in the areas concern of work.
- Carry out follow-up on complaints filed to ensure that reliable gender sensitivity pathways exist for rapid assistance to victims or witnesses.
- Produce regular (daily and weekly) and ad-hoc reports on human rights concerns, violation and abuses, besides contributing to briefing notes and other types of communications.
- Participate in discussions with relevant authorities and other influential actors with the aim of stopping or preventing human right violations especially with the girl child or seek other remedial actions by the authorities to prevent similar violations occurring in the future.
- Liaises with government, NGOs, civil society organizations and other partners to create baseline data on the human rights situation, with special attention to vulnerable groups.
- Ensures up-to-date information regarding substantive maters in the field of human right relevant to the mission AMEF and make recommendations on actions to take.
- Maintain continuous contact with stakeholders, participate in meetings with relevant authorities, civil society for the purpose of information gathering, advocacy and capacity building, to provide appropriate suggestions and recommendations.
- Participate in human rights training programs and perform other duties including administrative support as required.

#### **Qualifications/competence**

- a.) University degree (master's degree or equivalent) in Law, Political sciences, international Relations or related field. Education also in international Human Rights Law and or in Humanitarian Law is required.



- b.) At least 3 years of progressively responsible experience in Human Rights or related field with international and local organizations.
- c.) Able to work with a Team collaboratively to achieve organizational goals.
- d.) Good knowledge of human rights issues
- e.) Ability to identify sources of data collection, analyze information and draft a human rights report.
- f.) Good communication and interpersonal skills, and demonstrate professional competence and mastery of subject matter.
- g.) Can develop clear goals with agreed strategies and allocate the right time and resource for work completion.
- h.) Fluent in English.
- i.) Proficiency in MS office applications
- j.) Possesses the ability to work effectively even under pressure.

All positions are fully open for one year with possibility of renewal based on available funds Send your CV and cover letter to [human\\_r@ameffoundation.org](mailto:human_r@ameffoundation.org). The subject should be the **position you are applying for. Deadline for application 20<sup>th</sup> January 2021.**

**Thank you in advanced for your interest in this position. Please note that only candidates under serious consideration will be contacted for follow up. If you have not been contacted two (2) days after the deadline, consider your application unsuccessful.**