

## Vacancy - Head of Advocacy & Policy

The East African Wild Life Society (EAWLS) is a membership-based NGO that seeks to enhance the conservation and wise use of the environment and natural resources in East Africa for the benefit of current and future generations. We are seeking an energetic, innovative and visionary new team member who will assist in building upon our more than 60 years of experience and leadership in the conservation sector, by enhancing our impacting on environmental matters in target regions of East Africa.

Reporting to the Executive Director, the Head of Advocacy & Policy shall be responsible for spearheading all advocacy and policy development activities for EAWLS, to lobby, convince and engage relevant stakeholders on environmental conservation concerns in the region of East Africa. He/She shall also provide leadership to the Programmes department and work closely with the Communications Manager in developing and implementing advocacy strategies to influence policy and behavioural change. In addition, the Head of Advocacy & Policy will provide leadership in monitoring of natural resource governance in line with EAWLS Strategic Plan and advise on emerging policy and advocacy issues across the East African region.

### **Duties and responsibilities**

1. Spearheading advocacy and policy projects by working closely with both programmes and communications departments
2. Providing leadership and direction to the Programmes department
3. Identifying opportunities and establishing core environmental issues related to conservation in East African region to provide solution.
4. Developing and implementing Advocacy strategies including campaign strategies and litigation processes to address core environmental issues identified
5. Initiating public support through:
  - a. Influencing public opinion
  - b. Building consciousness of public on conservation issues
  - c. Mobilising and engaging public supporters
6. Forming alliances/coalitions / partnerships and networks relevant to drive advocacy agenda and provide support to related issues and influence policy processes
7. Identifying and engaging influencers/ opinion leaders where lobbying is required
8. Mapping stakeholders including supporters and opponents
9. Conducting evaluation of impacts of our advocacy activities and writing progress reports
10. Carry out policy analysis and timely development of position papers, policy briefings, presentations and other advocacy materials
11. Budgeting and raising funds through proposal writing for advocacy and policy related projects including other programme related projects
12. Support and coordinate the relevant regional policy processes and activities of regional offices especially with regards to global/international policy standards
13. Building capacity of relevant stakeholders
14. With support from communications department, organise and coordinate advocacy/engagement activities including meetings, forums, peaceful demonstrations, social media campaigns, media/radio broadcasts, press briefings, conferences and workshops
15. Any other duties as may be assigned by the Executive Director

## **Skills and attributes**

The Head of Advocacy & Policy should have real commitment to achieving lasting change on environment and to the vision and strategic plans of EAWLS. S/He should have practical knowledge and experience of engaging with strategic policy makers at local, national, regional and/or global level with proven expertise in developing and implementing advocacy strategies. S/He must have strong persuasion and leadership skills, excellent networking and representational skills and the ability to inspire others.

## **Qualifications & Experience,**

- a) A Master degree in relevant discipline such as Public Policy, environmental law, Environmental studies/science, Natural Resources Management, Development studies, Development communications, international affairs, public administration and any related social sciences.
- b) A minimum of 5 years work experience at management level in policy and advocacy work related to conservation, natural resource management, environmental science or related field or equivalent work experience in influencing policy and practices of governments and institutions, including lobbying, campaigns and litigation processes of environmental issues.
- c) Demonstrable experience and achievements working in and advocating towards multi-stakeholder platforms and processes
- d) Demonstrated ability to conceptualize, plan and implement strategic initiatives within the context of conservation, natural resource management, international development, and/or other related fields.
- e) Experienced in developing advocacy objectives and influencing tactics
- f) Demonstrable achievements in fundraising for project related activities
- g) Experience organising and coordinating advocacy/engagement activities including meetings, campaign days, social media campaigns and conferences
- h) Experience in evidence-based policy analysis and development
- i) Experience in networking, negotiating and building close working relationships with various stakeholders.
- j) Leadership experience and ability to manage multiple teams
- k) Demonstrated ability to think strategically, to analyse complex information and offer creative, practical and effective solutions
- l) Good understanding of policy processes, political affairs and international institutions dynamics in relation to conservation matters in the East African region
- m) Excellent communication and project management skills
- n) Ability to work under pressure and to meet deadlines with minimal supervision
- o) Experience working in a regional environment
- p) Demonstration of diligence in proposal and report writing
- q) Excellent influencing skills, ability to deal with people at all levels with credibility, tact, and diplomacy

## **Instructions for applying**

Applicants should submit a resume, cover letter, and a short statement outlining their vision for EAWLS Advocacy work to [info@eawildlife.org](mailto:info@eawildlife.org) on or before 12th February 2021.

Only shortlisted candidates will be contacted.