



Csos Engagement & Campaign Manager (JOB DESCRIPTION)

COUNTRY:	Bosnia and Herzegovina, Sarajevo office
AFFILIATE:	Oxfam Italia
DEPARTMENT:	International Cooperation
POSITION:	CSO Engagement & Campaign manager
STARTING DATE:	January 2018
DURATION:	12 months, renewable
GROSS SALARY:	Based on Oxfam salary scale in BiH for management position

DEADLINE FOR SUBMISSION: 23RD NOVEMBER 2017

Interested candidates should send their **CV**, the details of **three** people who will serve as professional **references**, a short **self-presentation letter in English language** explaining how the candidate's qualifications and previous experiences are in line with this job description.

Applications must be sent no later than 23rd November 2017, to selezioni@oxfam.it.

Please specify in the reference: "CSOs engagement manager_name_surname"

DESCRIPTION

In Bosnia and Herzegovina Oxfam works with local partners to alleviate poverty focusing on capacity building of civil society organizations (CSOs) and local authorities as well as supporting local sustainable development to ensure citizens can exercise their rights and improve their living conditions.

We aim to strengthen women's and youth participation in the economy and to help them become actors of change, promoting sustainable development and participating in decision-making policies.

We address the risk of more people falling below the poverty line by improving access to better opportunities and resources to the most vulnerable, isolated and socially excluded groups of people without stable income. We also support the improved implementation of environmental standards and innovative natural resources management, to impact upon climate change and increase the resilience of rural, urban and vulnerable women and men.

In this framework, Oxfam is recruiting a local CSOs Engagement & Campaign manager:

1. To **contribute to policy development and advocacy activities** in BiH coherently with Oxfam SEE strategic intent, global and European campaigns;

OXFAM

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2. To **contribute to fundraising activities** related to Oxfam work (on women economic empowerment, social cohesion, youth engagement) in coordination with the local partners;
3. To identify **opportunities for collaboration and build alliance with NNGOs, INGOS, their networks, media and others**, in order to collaboratively develop influencing activities and targeted policy recommendations on issues as women economic empowerment, youth participation, social cohesion and CSOs enhancement in BiH;
4. To **coordinate and monitor program related activities**, ensuring sound planning and high quality reporting, supervision of timely implementation, management of evaluations and external reviews, ensuring accountability to beneficiaries, donors, partners and the organization;
5. To **profile Oxfam's work** in BiH national and regional traditional and social media and in wider communications to support Oxfam's and allies' public engagement including fundraising and influencing goals.

MAIN RESPONSIBILITIES

1. **Extensive networking** with BiH CSOs and INGOs to jointly define and implement influencing activities, researches and policy recommendations (25%)
2. **Contribute to fundraising**-and establishment of relationship with key donors (25%)
3. **Project Management** ensuring proper contract management of donor funds by providing direct management and/or strategic managerial support to staff and partners where necessary (25%)
4. **Analysis** of national level policy/politics, opinions/attitudes in media and public on issues as women economic empowerment, youth participation and CSOs enhancement and collaboration with influencers (governments, CSOs, foundations, think tanks, public figures) (15%)
5. **Media and communication** (10%)

QUALIFICATIONS

6. Excellent written and verbal communication skills in BHS and in English languages
7. Good attitude and experience in working with partners and allies
8. Proven track record in planning and implementing influencing strategies
9. Proven record of fundraising experience from institutional donor
10. Experience of working with media and knowledge of advocacy work
11. Proven record of media, advocacy and communication experience
12. Diplomacy, tact and negotiation skills, coupled with a drive to achieve results
13. Good resource (people/finance/assets) management skills for specific programmes
14. Existing networks/contacts to relevant civil society organizations in BiH
15. Excellent communication skills in building relationships with local and international contacts
16. Well-developed interpersonal and team skills and proven ability to be flexible and sensitive in demanding situations; passion for working with others
17. Knowledge of how the national media works

18. Ability to use various social media platforms to support Oxfam's campaigns and programs
19. Ability to conceptualize and implement media, story-gathering and digital communication strategies
20. Ability to develop creative ways to engage the public on slow onset emergencies and development work
21. Ability to manage brand and design guidelines for professional print, digital and desktop
22. Innovative and creative approach to problem solving
23. Commitment to the aims and objectives of Oxfam
24. Good understanding of, and commitment to, gender equity (particularly around poor women's rights)

Desirable

25. Qualification in media studies or journalism (or equivalent experience), social sciences, political sciences or human rights
26. Experience in the development sector
27. Strategic thinking and planning skills
28. Experience on gender equality
29. Experience on youth engagement/ mobilization

SELECTION CRITERIA

CVs will be pre-selected according to their coherence with the required profile. Selected candidates will be called for interviews and selection tests. Interviews will take place in Sarajevo (BiH).

Travel costs on account of candidate.

We thank all those who will send their application, but we inform that only candidates pre-selected for an interview will be contacted

Note: for more information about the organization, please consult our webpage: www.oxfamitalia.org and <https://www.oxfam.org/en/countries/bosnia-and-herzegovina>