



## Partnership Officer for Africa, Girls Not Brides

*Girls Not Brides* is seeking a Partnership Officer for Africa within our team in Nairobi, Kenya.

*Girls Not Brides* is the only global partnership entirely focused on creating and sustaining a worldwide movement to end child marriage, and ensuring that this movement leads to tangible change for the girls at risk or affected by the practice. We are a network of more than 1,200 civil society organisations in over 100 countries, all committed to working in partnership to end child marriage. Our vision is a world without child marriage where girls and women enjoy equal status with boys and men, and are able to achieve their full potential in all aspects of their lives.

Our members are diverse. They vary in size, location, and the type of work they do. They include groups focused on research and advocacy as well as programme implementers and service providers working directly in their communities. Our members address the issue of child marriage from various perspectives, including health, women's and girls' rights, child protection, education, economic empowerment and general development.

The global partnership is supported by the *Girls Not Brides* secretariat with teams in UK (London), Mexico, Kenya and India. The secretariat coordinates and supports the activities of the Global Partnership in line with our **2017-2020 strategy**, which was developed in consultation with 500 members and partners.

### Overview

- Build and provide critical support to strengthening *Girls Not Brides* National Partnerships and other networks and alliances at national level in Africa.
- Support the implementation of capacity building approaches and tools for National Partnerships and other networks and alliances and contributes to developing capacity building products for the wider *Girls Not Brides* membership.
- Contribute to strong knowledge management processes for National Partnerships, capturing and disseminating lessons learned and best practice.
- Facilitate effective sharing of learning between *Girls Not Brides* member organisations.

**Salary:** £30,000-£36,000, depending upon experience, plus a generous benefits package including 10% employer pension contribution, flexible working options, 25 days leave (+ public holidays and additional leave for long service)

**Place of work:** Nairobi, Kenya, with occasional international travel

**Contract:** Full time

**Accountable to:** Line-managed by the Head of Africa Engagement with a matrix

management relationship with the Interim Head of Partnership Development

## Key Responsibilities

- 1. Responsible for building and providing critical support to strengthening *Girls Not Brides* National Partnerships and other networks and alliances at national level in Africa.**
  - Act as primary liaison for a range of *Girls Not Brides* National Partnerships and coalitions in selected countries in Africa, ensuring the cultivation of strong relationships between National Partnerships and the *Girls Not Brides* secretariat.
  - Support the effective two-way flow of information between National Partnerships and coalitions and the *Girls Not Brides* secretariat.
  - Help to identify and respond to the priority capacity building needs of assigned National Partnerships or evolving coalitions.
  - Contribute to the provision of/co-ordination of technical support in key areas, including collective working, strategic planning and programme development.
  - Working alongside the Partnership Team, support National Partnerships with coalition management, member engagement and leadership, including facilitating and supporting leadership change.
  - Support National Partnerships and coalitions to link up with strategic actors and opportunities at national and international level in pursuit of furthering common objectives.
  - Working alongside the Partnership Team, support National Partnerships and coalitions to leverage funding – by inputting into funding proposals.
  - Support members to engage in collective action and campaigns led by the *Girls Not Brides* secretariat.
  - Support the development of strategic plans on how *Girls Not Brides* engages in different countries
- 2. Contribute to the effective capturing and dissemination of learning from *Girls Not Brides* National Partnerships and facilitate effective sharing of learning between *Girls Not Brides* member organisations on partnership working**
  - Support the Interim Head of Partnership Development on the implementation of the National Partnership Strategy and development of new National Partnership engagement strategies.
  - Support the documentation of best practice or lessons learned from National Partnerships – e.g. via case studies, reports.
  - Support the implementation of a National Partnership monitoring, evaluation and learning framework.
- 3. Contribute to the capacity building of member organisations**
  - Working alongside the Partnership Team, contribute to the planning, implementation and delivery of capacity building for the broader *Girls Not Brides* membership, including community based organisations.
- 4. Actively contributes to the broader work of the Africa Team and Partnership Team**
  - Monitor policy developments and identify advocacy opportunities relating to child marriage in assigned countries, including through regular updates with members and other key actors in-country as well as desk research.

- Work closely with *Girls Not Brides* members, engage directly with governments and/or country-level institutions to provide technical and strategic support (when relevant and useful).
- Represent *Girls Not Brides* at external meetings and events, as required.
- Help ensure meaningful member engagement and that capacity building of members across Africa.
- Conduct a membership outreach in assigned countries/regions, as necessary.

**All staff members must:**

- Commit to the mission and vision of *Girls Not Brides*, putting these at the forefront of all planning, work and actions.
- Uphold the core values of *Girls Not Brides* in all areas of work and interactions with colleagues, members, partners and other stakeholders.
- Comply with *Girls Not Brides* policies and processes, with particular note for safeguarding, the code of conduct and data protection.
- Ensure that internal databases and monitoring information are kept fully up-to-date.
- Commit to ongoing personal development and learning.
- Fulfil any other reasonable requests for the advancement of the *Girls Not Brides*.

## Person Specification

**Essential**

- Graduate qualification in relevant area (such as development studies, international relations, human rights or gender) or proven experience of working directly with civil society actors, including time spent working for a civil society organisations in Africa.
- Direct experience of engaging with coalitions, alliances or networks and an understanding of the unique challenges and opportunities presented by coalition working
- Direct experience of working on advocacy initiatives and advocacy strategy development in a developing country context; policy analysis skills
- Sound understanding of the policy and advocacy dynamics around gender and/or development issues in Africa;
- Strategic thinker, capable of connecting member engagement issues with other areas of work, including communications, advocacy and learning
- Experience of capacity building NGOs and designing training workshops
- Experience of supporting the development of projects and programmes in developing country contexts
- Excellent written and oral communication skills, including the ability to work with a diverse range of actors from different cultural contexts
- Ability to build strong relationships while working remotely with civil society organisations
- Strong project management skills
- Willingness to travel extensively – sometimes at short notice.

## **Desirable**

- Understanding of child marriage and of the key players in the women's and children's rights fields in Africa
- Proven track record in institutional fundraising
- Experience of working on national policy change initiatives in a developing country context.
- Fluency in written and spoken French and/or Arabic

## **Safeguarding**

At *Girls Not Brides*, we are committed to the wellbeing, empowerment and rights of children, and to safeguarding children from harm in all of our activities. *Girls Not Brides* aims to promote an environment of trust and understanding where the welfare of children is paramount. You will adhere to the *Girls Not Brides* Child Safeguarding Policy and its Code of Conduct and report any concerns relating to the safeguarding of children in accordance with agreed procedures.

## **Our core values**

- Collaboration
- Determination
- Inclusivity
- Integrity
- Pragmatism
- Respect

## **How to apply**

We are an equal opportunities employer and we welcome applications from all suitably qualified persons. To apply, please send your CV and a brief cover letter demonstrating how you meet the criteria for this position to [recruitment@girlsnotbrides.org](mailto:recruitment@girlsnotbrides.org) by 23:00 GMT on **Thursday 6<sup>th</sup> February** clearly stating "Partnership Officer for Africa" and your name in the subject line. Interviews will be taking place on the week commencing **17<sup>th</sup> February**.

We regret that due to the large number of applications anticipated, only shortlisted candidates will be contacted.

