

Community & Engagement Organiser - Malaysia

Reports To	Asia Pacific Regional Coordinator
Status	Full-time, 13 month contract, with the possibility to extend subject to funding
Direct Reports	External consultants who will be engaged to support implementation
Remuneration	Between RM 5000 to RM 7000 per month, depending on experience

Role Purpose

The Community & Engagement Organiser will:

- develop and lead the implementation of community organising and public engagement strategies to increase public understanding and support for refugees, asylum seekers and other migrant communities in Malaysia
- build a connected community network engaged in advocacy on these issues by serving as coordinator of the End Child Detention Network (ECDN), a coalition of non-government organisations (NGOs) and individuals in Malaysia working to end the immigration detention of children and to promote rights-based alternatives to detention (ATD) for children and families

Role Summary

The Community & Engagement Organiser will work collaboratively with IDC staff, members, and other key stakeholders in Malaysia to develop and lead the implementation of strategies to increase public support for refugees and asylum seekers in Malaysia. This role will build and strengthen relationships with a broad network of community groups, organisations, allies, and influencers in Malaysia to facilitate a strong, sustainable, ground-up campaign to promote the humanity and rights of refugees and other migrant communities. This role will also contribute to developing, testing, and evaluating digital strategies for online campaigning, social media, and other communications tactics.

The Community & Engagement Organiser will also coordinate the work and activities of the ECDN.

The Community & Engagement Organiser will work closely with IDC's Asia Pacific team to coordinate public engagement strategies with broader advocacy and capacity building initiatives to ensure effective and strategic teamwork within IDC.

Role Responsibilities

Community Organising and Public Engagement

- Convene and facilitate consultations and planning meetings with ECDN members and other stakeholders in Malaysia, prioritising lived experience leaders, to develop a public and media engagement strategy and campaign plans.
- Lead in the development of public and media mobilisation plans to promote accurate, positive and respectful perceptions of refugees and their families and communities.
- Support the design of a public perception survey and focus group discussions to be administered by a third-party consultant in Peninsular Malaysia.
- Work with graphic designers to test preliminary digital communications messages and visuals, and then develop campaign materials based on testing results.
- In collaboration with IDC's Asia Pacific team and IDC's Communications and Engagement Coordinator, organise public engagement capacity building training for ECDN members and other community-based organisations in Malaysia.
- Build and strengthen relationships with a broad network of community groups, organisations, allies, and influencers in Malaysia to facilitate a strong, sustainable, ground-up campaign to promote the humanity and rights of refugees and other migrant communities.
- Ensure messaging and activities are in line with IDC's vision and strategy to end immigration detention, including by promoting rights-based alternatives to detention (ATD).
- In collaboration with IDC's Asia Pacific team and IDC's Communications and Engagement Coordinator, communicate globally and regionally about the work and developments in the region including through social media.
- Disseminate and share resources, information and learning with members, partners, and stakeholders.

Coordinating the ECDN

- Ensuring effective communication, record keeping, and information sharing between ECDN members, including by convening monthly ECDN meetings to provide opportunities for members to share updates, learnings, and challenges, and to identify upcoming advocacy and organising opportunities.
- Supporting ECDN engagement with external stakeholders such as Members of Parliament and other relevant government and non-government stakeholders.
- Facilitate greater participation of leaders with lived experience of immigration detention within ECDN.

Planning, Monitoring and Evaluation

- Oversee project budgets in collaboration with IDC's Asia Pacific team
- Develop and update work plans and record key activities and outcomes
- Lead the completion of funder monitoring reports and contribute to core organisational monitoring.
- Contribute to external evaluations as needed.

Core Responsibilities

- Actively contribute to a culture of collaboration, teamwork, and support within the IDC team.
- Demonstrate a passion and alignment with IDC's mission, vision and core values of innovation, collaboration, respect, representation and being solutions-focused.
- Demonstrate an understanding of IDC policies including IDC's Children and Vulnerable Adults Safeguarding policy to ensure a positive and safe working environment for all.
- Actively engage with organisational systems, processes and infrastructure to ensure sustainability and appropriate safeguarding of institutional knowledge, assets and core activities over time

Key Selection Criteria

Essential Criteria

- At least 7 years of previous experience in community organising and mobilising, and implementing ground-up public engagement strategies within a human rights context in Malaysia.
- The ability to build allies and relationships across a breadth of civil society organisations and other stakeholders, supporting coordination towards common goals.
- Demonstrated understanding of the issues faced by refugees, asylum seekers and other migrant communities in Malaysia.
- Commitment to the leadership of migrants and refugees affected by immigration detention.
- Excellent oral, written, and interpersonal communication skills and fluency in written and spoken English and Bahasa Malaysia.
- The ability to work remotely and autonomously, to manage competing deadlines, prioritise workload appropriately and work in a flexible manner.
- Demonstrable IT skills, including social media and digital communications
- Commitment to Safeguarding and Child Protection standards and to IDC's Children and Vulnerable Adults Safeguarding policy
- Must be based in Malaysia, with the ability to live and work in Malaysia.

Application Process

To apply, please send your resume and cover letter addressing the key selection criteria to: jobs@idcoalition.org **by 2 December 2021**. Please include the job title in the subject of your email.

Interviews will be held virtually in the week beginning 13 December 2021

IDC values diversity, equality and inclusivity. Applications are welcome from all backgrounds. We especially encourage applications of those from underrepresented backgrounds, including but not limited to gender, race, age, sexual orientation and religion. In particular, we highly encourage leaders with lived experience of the impacts of detention to apply.