

## MENA Regional Coordinator

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| <b>Reports To</b>        | IDC Executive Director   |
| <b>Status</b>            | Full-Time  |
| <b>Direct Reports</b>    | MENA Programme Officer, and interns/volunteers where relevant  |
| <b>Contract Duration</b> | Two years, with the possibility of extension depending on funding  |
| <b>Compensation</b>      | 54,000 to 58,000 Australian Dollars AUD (commensurate with experience)   |
| <b>Location</b>          | This post will be based in the Middle East and North Africa region, with <b>a strong preference for Tunisia</b> . You must have the right to work in the country for which you are applying. Unfortunately, IDC is unable to support work visa applications. |

### Background

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[International Detention Coalition](#) (IDC) is a unique global network of over 500 civil society organisations and individuals in more than 100 countries, that coordinates with members and partners on advocacy, research, coalition and capacity building, to eliminate immigration detention and advance rights-based alternatives to detention (ATD). IDC is a highly recognised, impact-driven organisation, offering a stimulating workplace committed to local, national, regional and global change.

### Role Purpose

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To develop and deliver regional advocacy strategies to achieve the mission of IDC in the Middle East and North Africa region (MENA).

### Role Summary

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IDC's MENA Regional Coordinator will work collaboratively with key team members and stakeholders to develop and implement regional strategies to achieve IDC's mission of advocating to secure the human rights of people impacted by and at-risk of immigration detention. These regional strategies will focus on influencing law, policy and practice to reduce and ultimately end immigration detention, and implement rights-based ATD.

This will involve working with IDC members and key partners in the region to develop strong advocacy strategies, as well as engaging with governments, local authorities, civil society, UN institutions and other key stakeholders in the region. The MENA Regional Coordinator will work closely with IDC's Executive Director, the MENA Programme Officer and other key team members to link national, regional and global initiatives and activities, and to ensure effective and strategic teamwork within IDC.

## **Role Responsibilities**

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### **Strategy, Advocacy & Leadership**

- Develop regional and national advocacy strategies, in partnership with regionally-based IDC members and other stakeholders in the MENA region, specifically targeting the North Africa region.
- Provide guidance to members and other national stakeholders on the development and implementation of national-level advocacy strategies to reduce and end immigration detention, as well as implement rights-based ATD.
- Engage in strategic advocacy at national, regional and, where appropriate, global levels, and ensure that advocacy at these levels is coordinated.
- Contribute to the development and implementation of IDC's overall organisational strategy and key priorities.
- In collaboration with communications team members, communicate globally and regionally about the work and developments in the region, including through written outputs, and social and digital media strategies.

### **Relationships, Representation & Networking**

- Develop and strengthen national and regional networks of members, and relationships with representatives of governments, UN agencies, civil society, leaders with lived experience of detention, and other key stakeholders, including through participation in existing coalitions and groups where appropriate.
- Disseminate and share resources, information and learning with members, partners and key stakeholders.
- Represent IDC at relevant regional fora, events and exchanges.
- Facilitate peer-learning and exchange activities in the region, and build strategic collaborations with key members and other stakeholders, including grassroots and community-based groups.
- Promote and support the development of a network of leaders of lived experience of immigration detention in the region.

### Expertise

- Maintain an up-to-date understanding of national, regional and global developments on immigration detention and ATD.
- Contribute to IDC led research and mapping projects in the region.
- Contribute to policy consultations, reviews and development of standards on immigration detention and ATD.
- Contribute to the development of policy, training and communications materials to support advocacy, in collaboration with partners and colleagues.

### Project Development, Fundraising & Management

- Scope and develop proposals for national and regional projects and events, and implement accordingly.
- Actively seek funding opportunities for the region, identifying and building relationships with potential sources of funding and working with the Executive Director and other team members to draft applications and pursue funding opportunities.
- Develop and oversee project budgets in collaboration with colleagues.
- Coordinate the recruitment of regional staff, consultants and interns when needed, and provide line management when appropriate.

### Planning, Monitoring & Evaluation

- Develop and update work plans and record key activities, outcomes and learnings.
- Ensure that national, regional and global work are coordinated and connected.
- Lead the completion of funder monitoring reports for regional projects and contribute to core organisational monitoring, evaluation and learning.
- Contribute to external evaluations as needed.

### Core Responsibilities

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- Actively contribute to a culture of collaboration, teamwork, and support within the IDC team.
- Demonstrate a passion for and alignment with the IDC's mission, vision and core values of innovation, collaboration, respect, representation and being solutions-focused.
- Demonstrate an understanding of IDC policies including IDC 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**

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### **Essential Criteria**

- Demonstrated ability to effectively advocate at all levels, including a track record of advocacy with senior policymakers and government officials at national and regional levels, preferably in the MENA region.
- Proven ability to develop and implement change-making strategies in coordination with other stakeholders..
- Demonstrated experience in policy analysis, as well as experience communicating findings, in the context of social policy and human rights issues preferably in the MENA region
- The ability to establish and maintain networks of key stakeholders and community-based groups.
- Proven ability to think strategically and analyse complex information, as well as offer creative, practical and effective solutions.
- Demonstrated understanding of the issues faced by refugees, migrants, and people seeking asylum, particularly those affected or at risk of immigration detention.
- Commitment to centering the leadership of migrants and refugees affected by immigration detention.
- Excellent oral, written, and interpersonal communication skills, and fluency in written and spoken English.
- The ability to work autonomously, to manage competing deadlines, prioritise workload appropriately and work in a flexible manner.
- Good organisational skills, attention to detail and ability to work accurately and within time constraints.
- Ability to travel within the MENA region.
- Demonstrable IT skills, including understanding of social and digital media.
- Experience of developing, leading, and facilitating training for government and non-government stakeholders.
- Working knowledge of Arabic and/or French
- Must be based in the MENA region.

## Desirable Criteria

- Strong network of contacts among private funders or philanthropic organisations.
- Experience working in a transnational civil society network.

## Application Process

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To apply, please send your CV and cover letter clearly addressing the key selection criteria to: [jobs@idcoalition.org](mailto:jobs@idcoalition.org) by **23<sup>rd</sup> January 2023** Please include the job title in the subject of your email (MENA Regional Coordinator).

Interviews will be held virtually during the weeks beginning 6<sup>th</sup> or 13<sup>th</sup> February 2023.

*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, disability and religion. **In particular, we highly encourage leaders with lived experience of the impacts of detention to apply.** If potential candidates require any adaptations to usual recruitment processes, please do not hesitate to note this in your application.*