

**Job Title**        **Senior UN Advocacy Advisor, Geneva**  
**Grade**            **F**  
**Reports to**       **Global Lead, Political Advocacy**  
**Location**        **Geneva, Switzerland**

**Role Purpose:**

IPPF's Senior UN Advocacy Adviser will lead advocacy activities at the UN in Geneva to support and advance Sexual and Reproductive Health and Rights and Reproductive Justice (SRHRJ) and gender equality within UN contexts, strengthen the normative SRHRJ framework, and build national commitment to and support for SRHRJ by supporting IPPF Member Association (MA) engagement in UN processes. The Senior Advocacy Officer will contribute to achieving IPPF's intergovernmental advocacy strategic priorities in line with Strategy2028 by working in collaboration with civil society, member states, and UN agencies so that normative standards lead to progressive policy and program changes to achieve SRHRJ for all in countries around the world.

**Context of Role:**

This is a role for a seasoned mid-level intergovernmental expert with experience working to advance SRHRJ in UN contexts in Geneva, strong contacts, and a thorough understanding of UN dynamics on gender. With 150+ MAs and collaborative partners, IPPF has built deep connections among civil society, intergovernmental, and UN partners so that MAs can bring their lived experiences and policy ambitions to UN processes to influence change, participate on their country delegations to advocate for progressive SRHRJ policies and hold their governments accountable for their commitments. IPPF is uniquely positioned to advance this work because our MAs represent the needs of their countries in UN fora. IPPF's NY and Geneva intergovernmental teams work daily to strengthen relationships among cross-regional member states and build IPPF's presence within the UN in service of MA objectives and priorities, including linking to regional intergovernmental processes.

**Deliverables:**

- Works as part of the External Relations - Global Unit to promote, position, develop, and grow the work of the Federation.
- Leads on the implementation of UN advocacy activities in Geneva.
- Positions IPPF as a brave, bold, and proactive SRHRJ leader, responsive to the most critical and urgent issues that impact SRHRJ.
- Identifies advocacy opportunities to raise awareness of SRHRJ, gender equality, and the work of IPPF and its MAs at the UN in Geneva and other relevant multilateral spaces with the aim of developing, implementing, and coordinating advocacy strategies related to UN or other intergovernmental processes.
- Identifies, builds, and maintains relationships with a wide range of key stakeholders, including UN missions, UN agencies, subsidiary bodies, NGOs and other key networks, partners, coalitions, bodies, and organisations active in Geneva.
- Leads, networks, and maintains strategic communications with civil society organisations from the SRHRJ, women's, feminist, youth, LGBTI+, sex worker and HIV movements as well as with disability and ethnic minority groups, among others, to advance an intersectional agenda with IPPF MAs.

- Supports the engagement of IPPF Member Associations and partners in relevant processes in Geneva, such as the UN Human Rights Council and the Universal Periodic Review.
- Supports the Federation's network in capacity building efforts on global advocacy, including training on UN-related processes and negotiated language related to SRHRJ.
- Research and write policy papers on SRHRJ issues as requested in collaboration with the MA Development and Impact Global Unit.
- Reports and shares strategic information and intelligence in a timely and strategic way with IPPF colleagues from across the globe.
- Represents IPPF at international, civil society, Member State and UN meetings, as requested.
- Become familiar with the Federation's Health and Safety Programme and Guidelines and follow the IPPF Safeguarding policy; do everything possible to ensure a healthy and safe working environment.
- Performs other related tasks as deemed necessary and appropriate by the supervisor.
- Adheres to the safeguarding reporting and monitoring requirements of this role. Understands and advances IPPF's antiracism policies and objectives.
- Support and enable a safe environment, adhering to this role's safeguarding reporting and monitoring requirements.

#### **Reporting/Management Responsibility:**

- None

#### **Expertise:**

- Expertise in developing advocacy initiatives (in SRHRJ desirable) which yield results in the international development arena.
- Thorough knowledge of UN structures and processes, and ideally of national government structures and processes.
- Experience working in and with non-governmental organisations and as part of coalitions; familiarity with sexual and reproductive rights, reproductive justice, intersectionality, and women's and girls' rights.
- Experience with community or national level advocacy, or diplomatic experience, is highly desirable.
- Experience managing restricted grants.
- Knowledge of political realities and UN dynamics on SRHRJ, women's rights, and gender equality in various global contexts is required.
- Solid knowledge of the agreed international language on gender and women and girls' rights, SRHRJ, and human rights instruments and mechanisms.
- Excellent interpersonal skills - articulate and diplomatic. Ability to interact with diverse groups from different cultures and backgrounds at multiple levels, from diplomatic missions and UN organisations to grassroots activists and youth leaders.
- Strong commitment and understanding of human rights, including SRHRJ, women's right to choose including abortion, bodily autonomy, gender equality, and population and development issues.

- Ability to reflect on your own culture and privileges and relate to people from different cultures and backgrounds in a positive and engaging way. Strong analytic approach. Is aware of personal and situational power and is scrupulous in dealings with other people.

#### **Skills:**

- Good IT skills — Word, Outlook, and PowerPoint skills required. Database skills are desirable.
- Willing to travel internationally, approximately 10% a year.
- Integrity and ability to maintain confidentiality at all times.
- Excellent time management, organizational, and administrative skills, ability to meet multiple, overlapping, and tight deadlines.
- Ability to work independently, with limited supervision, and as part of a team.
- Excellent writing and communications skills and fluent English essential. Proficiency in other UN official language (particularly Arabic, French, or Spanish) is desirable.
- Strong influencing and negotiation skills. Strong analytical skills and the ability to summarize and simplify complex policy information into an accessible form.

#### **Your Ethos:**

- Demonstrate an understanding of and commitment to safeguarding in a local and international context.
- Demonstrates ability and willingness to work in a diverse, multicultural, multilingual and intergenerational environment that is anti-racist and respectful of others.
- An intersectional (pro) feminist passionate about sexual reproductive health care rights + justice, including safe abortion.
- Supportive of people's rights regardless of sexuality or gender identity/expression and supportive of workers' rights and access to health care in sex work.
- IPPF welcomes applications from candidates with empathy for or lived experience of existing within a marginalised group.
- Leads with kindness and endless curiosity.

IPPF is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all employees, volunteers, contractors and partners to share this commitment. Anyone employed with IPPF agrees to sign and adhere to IPPF's Code of Conduct and Safeguarding (Children and Vulnerable Adults) Policy.