

Job/Role Title Senior Political Advisor
Grade F
Location New York, USA

Role Purpose:

The Senior Political Advisor will contribute to the Nexus Secretariat by providing strategic policy guidance on SRHR negotiations with the aid of political and analyses to provide tailored advice to UN member states in negotiations; providing strategic and substantive support to Nexus Members' outreach efforts; managing the coordination of the Nexus Initiative's day-to-day work in New York; building close and collaborative relationships and networks with a wide range of civil society partners, UN Member States, UN agencies; and contributing to the implementation the new Nexus Strategy, donor engagement, operations of the Nexus Secretariat.

Context of Role:

The Nexus Initiative is a government-owned, cross-regional initiative of like-minded governments committed to defending and advancing sexual and reproductive health and rights (SRHR), including its strong links to gender equality, at the United Nations (UN). The Nexus Initiative is supported by a small secretariat that is independently hosted at the International Planned Parenthood Federation (IPPF).

Deliverables:

- Build Members' input into the Nexus Initiative's strategy and contribute to the annual workplan design and implementation, including through working as a core team member to design and execute the annual Nexus Retreat.
- Manage the Initiative's coordination activities in New York including, but not limited to strategic planning, execution, and operations.
- Identify opportunities to advance SRHR and gender equality in priority UN negotiations in New York and Geneva; and advise Members on these opportunities as required.
- Follow and analyze the UN80 reform process, identify opportunities to ensure that SRHR and gender is protected and advise Members accordingly.
- Develop and tailor materials for political advocacy including, but not limited to technical briefings, background documents, key messages, talking points, strategies and tools, joint statements and outreach, and planning scenarios.
- Serve as the key Secretariat focal point overseeing the outreach work of the Nexus Initiative through the Outreach Working Group (OWG). Responsible for the overall outreach efforts including liaising with the OWG lead, keeping track of the accountability mechanism, designing talking points, and supporting membership on general outreach and helping to monitor members' outreach efforts.
- Work with the Director and the Coordinating Committee on Membership retention and recruitment efforts to help foster a cross-regional balance among Nexus Members and ensure that a range of voices are heard on SRHR in UN negotiations.
- Serve as a backstop to support other relevant Nexus working groups as necessary.
- Play a substantive role in planning, organizing, and providing follow-up for both in-person and online Nexus meetings and briefing events, particularly through content development and facilitation. Identify, build, and maintain relationships and networks with a wide range of key stakeholders, including UN missions, UN agencies, subsidiary bodies, functional commissions, civil society organizations, and other key networks, partners, coalitions, bodies, and organizations active in New York to ensure the Nexus Secretariat can effectively contribute to the overall SRHR ecosystem.
- Coordinate with civil society partners on advocacy around key UN moments; and maintain ongoing communication with civil society actors.

- Represent the Nexus Secretariat at international, civil society and UN meetings. Attend UN negotiations as part of Nexus Member delegations when accredited.
- Report and share information and intelligence on UN negotiations in a timely and thoughtful way to Nexus Members.
- Support the tracking and ongoing analyses of global and regional political developments impacting SRHR and gender-related processes in the UN and other international fora; identify opportunities or concerns relevant to Nexus and work with the Director and Nexus Members to adapt the strategy accordingly.
- Contribute to Secretariat's analyses of past voting records and country positions to inform the outreach strategy.
- Provide strategic input into donor outreach efforts, and contribute to donor reporting efforts including feeding into the monitoring, evaluation, and learning (MEL) framework and tracker. Perform other related tasks as deemed necessary and appropriate by the Director.
- Step in to represent the Secretariat and act on behalf of the Director at certain events and moments when necessary.
- Adhere to IPPF's antiracism policies and workplace policies that enhance Nexus' internal operations and external engagement.

Reporting/Management Responsibility:

- Regularly collaborates with the Nexus Initiative's Members, the Secretariat's Director, UN agencies, civil society partners, and colleagues of the Secretariat.
- At times, assumes matrix management / reporting responsibilities of / to other Members of the Nexus Secretariat based on specific project roles and responsibilities.

Expertise/Skills:

- Expertise developing and executing political advocacy strategies that yield results in multilateral fora, ideally on the topics of SRHR and/or gender equality.
- Thorough knowledge of UN structures and processes, and ideally of national government structures and processes.
- Experience working in and with non-governmental organizations as part of coalitions; familiarity with and a commitment to sexual and reproductive rights, reproductive justice, intersectionality, gender equality, women's and girls' rights, and human rights.
- Ability to leverage existing UN diplomatic relationships and networks for this role with given prior diplomatic experience or exposure to multilateral negotiations, particularly in New York.
- Prior experience in UN negotiations as a diplomat or working within a UN member state mission to the UN in New York or Geneva, a civil society organization, or UN employee working on multilateral relations is highly desirable.
- A proven track record of political advocacy in UN contexts in NY or Geneva and in SRHR negotiations, including in the Commission on the Status of Women (CSW), the Commission on Population and Development (CPD), the Human Rights Council (HRC), the High-Level Political Forum (HLPF), the UN General Assembly (UNGA), Universal Periodic Reviews (UPRs), the Generation Equality Forum (GEF), the Summit of the Future, the Social Summit for Development, and ECOSOC Third Committee resolutions.
- An understanding of the push-back on SRHR and opposition tactics and how they have been recently deployed within UN processes. Proven knowledge of political realities on SRHR, women's rights, and gender equality in a variety of global contexts is required. Agile expert who can get ahead of, counter, and effectively respond to attacks on abortion and SRHR, as well as anti-gender efforts in UN negotiations and processes.

- Solid knowledge of agreed international language on gender and women and girls' rights, SRHR, as well as human rights instruments and mechanisms.
- Superb writing and communications skills and fluent English. Proficiency in other UN official language (particularly Arabic, French, or Spanish) is desirable.
- 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 organizations to civil society organizations and grassroots activists and youth leaders.
- Solid awareness of personal and situational power and is scrupulous in dealings with other people.
- Sound judgement and integrity when it comes to exercising diplomatic discretion, and an ability to maintain confidentiality at all times.
- Effective influencing and negotiation skills. Solid analytical skills and the ability to summarize and simplify complex policy information into an accessible form.
- Strong ability to work independently, with limited supervision, as part of a global team working across multiple time zones. Comfort with remote working, combined with in-person attendance at negotiations and meetings where required.
- Demonstrated ability to anticipate and address needs proactively.
- Excellent time management, organizational, and administrative skills, to meet multiple, overlapping, and tight deadlines.
- Good IT skills — Excel, Word, Outlook, SharePoint, and PowerPoint skills required. Database skills desirable.
- Willingness and availability to travel internationally, up to 10% a year.
- Demonstrate an understanding of and commitment to safeguarding in local and international contexts.
- Self-starter; flexible and kind team player.

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 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.