

Job description: Ali Nouh Human Rights Defenders' Fund Officer

Job location: London, UK or remote

Start date: As soon as possible

Duration: Permanent, part-time (3 days a week)

Salary: £27,500 - £33,000 pa full-time equivalent

We are a small, dedicated team that is passionate about what it is doing and works hard to ensure our organisation punches above its weight. We are looking for an enthusiastic, positive and hard-working Ali Nouh Fund Officer to join our team. Working across all programmes, this is a great opportunity for an entry-level position where you will learn a lot and grow your experience.

Overview: Lawyers for Justice in Libya (LFJL) is a Libyan and international independent non-governmental organisation, committed to achieving justice and respect for human rights in Libya. Our vision is of a Libya which embodies the values and principles of human rights and the rule of law and is a society committed to justice. We seek justice in Libya through advocacy and outreach, accountability, transitional justice initiatives and capacity building, underpinned by our own independent research.

We can only do this work in partnership with dedicated activists and human rights defenders working in and on Libya. We are currently seeking a hard-working individual to work as a part-time Ali Nouh Fund Officer. This role will be dedicated to supporting human rights defenders who find themselves in danger as a result of their work.

Background: LFJL launched its Ali Nouh Fund for Human Rights Defenders on 17 February 2021, marking the 10th anniversary of Libya's uprising. The Fund was created to address the danger human rights defenders face in doing their work as a result of the crackdown on civil society and civic space in Libya. As the crackdown intensifies, LFJL is committed to ensuring that the Ali Nouh Fund is responsive and proactive in protecting human rights defenders at risk. As the fund's Officer, you will be at the heart of supporting recipients of support from the fund, working with them to devise a longer-term plan, and help to grow the fund to enable it to support more human rights defenders at risk.

Responsibilities:

- Research and monitor the human rights situation in Libya by collecting and analysing information from a wide variety of sources, including open-source media, to be familiar with the threats facing civil society and human rights defenders.
- Review requests for support referred to the Ali Nouh fund and making recommendations to the reviewing committee.
- Provide ongoing support to recipients to ensure a sustainable plan for them and their future.
- Identify persons potentially at risk and making them aware of the fund and its ability to support them.

- Develop a database of relevant services which may be required by recipients, including medical, professional and social ones.
- Assist team with budgeting and reporting to donors on the fund.
- Research and draft fundraising proposals, and collaborate with the communications team to create public campaigns to support the growth of the fund.
- Research and propose strategies for the growth of the fund and its activities.

Qualifications and skills:

Education and experience

- Bachelors degree in Law, International Relations, Politics, Social Care or a related subject is required.
- Minimum of two years of relevant professional experience is required.

Desired skills and knowledge

- Experience in case management and understanding of ethical engagement with vulnerable persons.
- Strong network and understanding of the humanitarian response, human rights groups and referral mechanisms for cases based on individual needs.
- Demonstrable experience in working with vulnerable persons in an empathetic and respectful way is essential.
- Strong communication and interpersonal skills to work collaboratively with partners and colleagues are essential.
- Proven ability to multi-task and meet deadlines effectively, including excellent planning and organisational skills and the ability to work under pressure.
- Experience coordinating and providing logistical support.
- Flexible, patient and adaptive to changing circumstances and requirements.
- Discretion and confidentiality is essential.
- Takes initiative, meets commitments, and accepts responsibility for actions and for work.

Languages

Excellent oral and written communication skills in **Arabic and English are required.**

Remuneration:

£27,500 - £33,000 p.a. full-time equivalent.

How to apply:

Please email a copy of your CV and a brief cover letter stating why you are suitable for this position to jobs@libyanjustice.org by the **deadline specified on our website**. Please also include the names and contact details of two referees who can speak to your experience in a similar role.

You are encouraged to apply early as we will review applications and conduct first round interviews on a rolling basis.

Eligibility Requirement: If applying to work from the UK, you will need to have a right to work in the UK before the commencement of the role and may be asked for the relevant documents when you are invited to interview or when a formal offer is made.

Due to the high number of applications, we will only get back to the applicants shortlisted for an interview. Please *do not* call to follow up on your application.