

UKRAINE LEGAL NETWORK **VACANCY FOR PROJECT OFFICER**

Position Title: Project Officer

Location: Amsterdam, the Netherlands

Start Date: Immediately

Salary: EUR 25.000 - 40.000 (commensurate with experience)

WHO WE ARE

We are the Ukraine Legal Network (ULN) and our goal is to chase justice and redress for Ukrainians in the Netherlands who are survivors of international crimes and grave human rights violations.

Are you a mid-level international activist lawyer with previous experience in organising, engaging with, and supporting survivor communities with the goal of achieving justice? And are you ready to work with us towards our goal? Then apply to this job and join a team of passionate civil society justice nerds who mean it when they say: **let's get to work, we want to make a difference.**

OUR HISTORY

ULN is an initiative of the Nuhanovic Foundation (NF; [click here](#) for more information). We are a group of Ukrainian and international lawyers working with and for Ukrainian survivors in the Netherlands in their search for justice. We focus on the priorities of Ukrainian survivors using the wide range of legal tools available, from domestic Dutch criminal and civil litigation to international courts such as the ICC and ICJ, as well as international justice mechanisms like the Genocide Network, Eurojust Joint Investigative Taskforces, and human rights systems.

●● WHAT WE DO

We pursue our goal of securing accountability and redress while reflecting victim priorities and facilitating victim engagement. We address the barriers Ukrainian victims face in pursuing justice in the Netherlands (and elsewhere for that matter) by coming together, organising ourselves as a strong and creative community of legal minds, and by:

- Providing training and organising events for Ukrainian legal advocates in the Netherlands to work together towards our goal;
- Supporting victims with legal and non-legal information, making the technical legal language and procedure digestible, and facilitating victims' access to a variety of justice spaces in the Netherlands and abroad;
- Advocating with relevant legal and non-legal institutions to ensure Ukrainian survivors have the voice they deserve (and are legally entitled to) in their own justice processes;
- Collecting information and building strategic dossiers to trigger legal cases in Dutch courts as well as abroad, in partnership with Ukrainian and international CSOs.

●● RESPONSIBILITIES

Within the aforementioned framework, the Project Officer **serves as the link between Ukrainian legal advocates and the Ukrainian community in the Netherlands on the one hand, and the NF team supporting the ULN on the other hand.** The Project Officer will work closely with the project team to:

- Engage, organise and support the network and its members.
- Organise, schedule and facilitate network meetings and events, as well as activities related to organising the network.
- Support the larger Ukrainian community in the Netherlands with legal and non-legal information and service referrals, as needed.
- Liaise with Ukrainian partner organisations in Ukraine, the Netherlands and internationally regarding legal support, advocacy and strategic case-building.

- Serve as an outreach link between the Ukrainian community in the Netherlands and national and international stakeholders.
- Collect, analyse and interpret information on international crimes and human rights violations, including for the purpose of supporting and triggering court cases nationally and internationally.
- Conduct advocacy with and on behalf of the community.
- Co-design and execute community priority and needs assessments.
- Co-design and monitor project plan implementation and execution of work plan processes.
- Contribute to reporting and fundraising activities for the project.

●● QUALIFICATIONS & SKILLS

- Solid experience in the activities area mentioned in the bullet points above.
- Legal and human rights nerdery combined with a passion for bringing together people with a common cause, listening to the community, and taking decisive action at the right moments.
- Fluency in Ukrainian, proficiency in English, both verbal and written; Dutch desirable.
- Diploma in relevant field, and interest in activist and movement lawyering.
- The usual excellent writing, communication, reporting and presentation skills, including the regular digital applications.
- Critical self-awareness, positive let's-do-this-attitude, and enthusiasm for an open and direct type of internal communication and team spirit.

●● TERMS

- **Reporting:** The position reports to the Project Manager, with whom the Project Officer will work in close coordination.
- **Hours:** This is a **0,8 full-time position at 32 hours a week.**
- **Location:** Your primary place of work will be at the offices of the Nuhanovic Foundation in the Amsterdam Law Hub.

- **Work format:** You will be expected to perform most of the work at the office. While we consider in-person office time essential for effective teamwork, you may have flexible working hours, subject to team agreement.
- **Salary:** EUR 25.000 - 40.000 (commensurate with experience)
- **Duration:** The contract is for a fixed-term of 12 months, but is expected to be extended, subject to funding and performance.
- **Start Date:** As soon as possible and feasible, including due to necessary time for permits etc.
- **Probation Period:** There will be a probationary period of one month.
- **Pension:** The Nuhanovic Foundation will offer and contribute to a pension plan.
- **Holidays:** This 0,8 FTE position accrues vacation per calendar year up to a total of 20 days.

APPLICATION PROCESS

Please submit the following documents to **mail@nuhanovicfoundation.org**:

- A short and sweet CV
- The usual stand-out letter (not copy + pasted from previous applications)
- Contact information of three professional references that will speak highly of you

We expect to do two rounds of interviews. We may ask candidates to make a short presentation as part of the process, but will provide information on that closer to the interview date.

The application deadline is on a rolling basis, only shortlisted candidates will be contacted for interviews.

The Nuhanovic Foundation is an equal opportunity employer and welcomes applicants from diverse backgrounds.