



Position: Advocacy and Communications Manager
Supervisor: Chief Executive Officer
Location: Remote
Target Start Date: October 1, 2022
Salary Range: \$70,000 - \$130,000

Position Summary

The Advocacy and Communications Manager is a mission-centered, strategic, creative, and collaborative professional with experience driving advocacy initiatives at all levels. The A&C Manager is primarily responsible for organizing and implementing WRA's initiatives to advance the health, rights, and gender equality of women and girls in all their diversity, as well as seeding opportunities for new partnerships and new business.

Responsibilities

- Lead the development and implementation of select WRA campaigns and initiatives, including setting vision/goals, identifying partners, creating and managing a work plan, and developing related communications/promotional efforts, with guidance from the Senior Advocacy Manager / Chief of Staff and Executive Team.
- Support partners to develop advocacy objectives and strategies to achieve campaign demands through policy, funding, and systems change.
- Develop tools, curricula, and training that foster uptake and implementation of WRA's demand and campaign approaches, in collaboration with the Senior Advocacy Manager / Chief of Staff.
- Conceptualize and write reports/publications, concept notes, campaign briefs, stories of impact, and other communications materials as needed to advance campaign objectives.
- Serve as a resource on WRA's digital campaign mobilization tool, the What Women Want Chatbot, including supporting campaign partners on Chatbot use and providing quality assurance for coding.
- Organize and coordinate special events (virtual and in-person) related to priority campaigns.
- Manage key donor relationships, monitor grant agreements, and lead proposal and donor report development as assigned.
- Represent WRA at the global level to elevate policy and advocacy goals and contribute to dialogue on the importance of reproductive, maternal, and newborn health and rights and gender equality.
- Strengthen WRA's role as a thought leader in global and multilateral policy and advocacy fora, including developing thought pieces for publication in journals and presentation at key conferences.
- Build partnerships and networks with key stakeholders in sexual, reproductive, maternal, and newborn health and rights and gender equality, including cultivating and strengthening relationships with donors, multilateral representatives, advocacy partners, and opinion leaders and leading key working groups and coalitions to advance WRA's campaigns.

Qualifications

- Minimum 8 to 10 years' experience; masters' degree preferred.
- Demonstrated success in leading advocacy activities to influence health- and / or gender-related policies, including management of grant deliverables and budgets and serving as liaison with donors.
- Proven experience developing advocacy tools, curricula, and training and facilitating associated workshops.
- Proven ability to create and lead effective advocacy partnerships, working groups, and coalitions.
- Program design and strategic planning experience and proven track record in proposal development.
- Demonstrated ability to communicate (orally and in writing) complex issues in a concise, compelling, and easily understandable manner.
- Skilled in successfully working with geographically dispersed teams and working in a multicultural environment.
- Strong interpersonal and organizational skills.
- Expert computer skills in Microsoft Office Suite applications, including Word, Excel, PowerPoint, and Outlook.
- Adept at performing in a fast paced, high output environment working in a fully remote role.

Don't check off every box in the requirements listed above? Please apply anyway! Studies have shown that marginalized communities - such as women, LGBTQ+ and people of color - are less likely to apply to jobs unless they meet every single qualification. White Ribbon Alliance is dedicated to building an inclusive, diverse, equitable, and accessible workplace that fosters a sense of belonging - so if you're excited about this role but your past experience doesn't align perfectly with every qualification in the job description, we encourage you to still consider submitting an application. You may be just the right candidate for this role or another one of our openings!

White Ribbon Alliance is committed to providing access, equal opportunity and reasonable accommodations for individuals with disabilities in employment, its programs and operations. As part of this commitment we will ensure that persons with disabilities are provided reasonable accommodations in the job application process. If you have questions, or would like reasonable accommodations, please contact us at kvitolo@whiteribbonalliance.org.

Equal employment opportunity and having a diverse staff are fundamental principles at White Ribbon Alliance, where employment and promotional opportunities are based upon individual capabilities and qualifications without regard to race, color, religion, gender, gender identity, pregnancy, sexual orientation/affective preference, age, national origin, marital status, citizenship, disability, veteran status or any other protected characteristic as established under law.