AT OXFAM WE WON'T LIVE WITH POVERTY.
Together we can end extreme poverty for good. Will you join us?

INFLUENCING ADVISER – Women’s Economic Empowerment and Care

PROGRAMME STRATEGY AND IMPACT TEAM

Closing date - 5th July 2016
Interview date - 12th July 2016
Vacancy reference - INT2559
ABOUT OXFAM

Oxfam is a global movement of people who won’t live with the injustice of poverty. Together we save and rebuild lives in disasters. We help people build better lives for themselves. We speak out on the big issues that keep people poor, like inequality, discrimination against women and climate change. And we won’t stop until every person on the planet can live without poverty.

OUR VALUES

All our work is led by three core values:

Empowerment. Everyone, from our staff and supporters to people living in poverty, should feel they can make change happen.

Accountability. We take responsibility for our actions and hold ourselves accountable. We believe that others should also be held accountable for their actions.

Inclusiveness. We are open to everyone and embrace diversity. We believe everyone has a contribution to make, regardless of visible and invisible differences.

OUR TEAM

At Oxfam, the Programme Strategy and Impact Team is fundamental for improving the quality and effectiveness of Oxfam’s diverse programme, and for shaping the vision and thinking about development. Team members provide technical and strategic advice, gather evidence, and communicate and influence internally and externally as part of an integrated approach to engaging with development and humanitarian professional audiences on policy, practice and research. As part of the team, the post-holder will work with the senior adviser on Women’s Economic Rights, and collaborate with Gender Justice and Economic Justice teams, with Oxfam’s advocacy and campaigns, corporate partnerships, and communications coordinators of Oxfam’s Knowledge Hub on Women’s Economic Empowerment.
WHAT WE ARE LOOKING FOR

As part of a new three year phase of the global programme on Women’s Economic Empowerment (WEE) and care work, Oxfam is looking for an individual committed to effectively communicate our long-term vision and contribute to the development of influencing strategy and policy to achieve significant impact on Women’s Economic Empowerment and equitable care provision. The post-holder will have significant experience in influencing and advocacy, and will manage significant external relationships with allied organisations, governments and development institutions on WEE and Care. The role requires significant travel, and an appreciation of cultural and context-specific sensitivities of women’s empowerment and care. The post-holder will have excellent written and verbal communications skills, ability to explain women’s rights issues in a range of contexts, to support capacity of national teams and women’s networks to do advocacy. She or he will be a skilled problem solver with experience of planning in the context of changing priorities, and with knowledge of learning and evaluation processes.

JOB PURPOSE

To provide organisational representation and leadership on Women’s Economic Empowerment (WEE) and Care, shaping and implementing Oxfam’s influencing strategy with the wider development sector, participating in external debates on WEE and the care economy, engaging public and private sector officials, donors and Oxfam managers, to improve policy and practice, based on research evidence and learning from Oxfam’s programme. The role requires effective collaboration with other departments and divisions and fundraising efforts and contributing to new communications and learning platforms.

CORE DETAILS

Location
Oxfam House, Oxford, UK

Our package
£37,380 to £47,888 depending upon experience

Grade:
Level B

Contract Type
Fixed Term (18 months) with potential for extension

Hours of work
36 hours per week

This role reports to
Senior Adviser – Women’s Economic Rights

Staff reporting to this post
None
Annual budget for the post: No permanent budget but the post-holder will manage small internal grants for special projects as available.

KEY RESPONSIBILITES

• Work within the Programme Strategy and Impact Team, with key staff of Campaigns and Policy, Corporate Partnerships, Communications at global and regional levels, to develop, communicate and influence others on long-term vision and strategy on women’s economic empowerment (WEE) and Care.

• Support the development of WEE and Care advocacy strategy at national and international levels, providing advice to staff and partners working on national and global advocacy and campaigns.

• Work closely with Oxfam’s National Influencing Team to develop capacity of others to carry out influencing and advocacy on WEE and care, through training, mentoring and advising.

• Carry out advocacy and influencing, representing Oxfam as a thematic specialist in meetings with government, private sector, development forums and intergovernmental and multilateral agencies.

• Develop effective communications of key WEE and care findings, approaches and learning emerging from programme, for diverse audiences.

• Develop a programme/practitioners influencing strategy, using effective networking and building relationships, and undertake presentations and discussions with teams to replicate and extend WE-Care approaches and good practices.

• Develop policy recommendations based on WEE and care research findings and learning and work with Oxfam campaigns and policy staff to integrate these into global campaigns.

• Strengthen Oxfam’s contribution to the sector on economic policy from a feminist economics’ perspective, including the unpaid economy and care work.

• Support networking and alliance building with women’s rights organisations and civil society working on WEE and Care.

• Support fundraising efforts with programme information, understanding of WEE and WE-Care research findings and expertise.

• Analyse and communicate complex information to a wide range of audiences.

SKILLS EXPERIENCE AND KNOWLEDGE

Essential
• A qualification in economics or other social science or gender equality and/or equivalent experience in applying women’s rights issues and economics to policy and advocacy work.
• Strong background in gender and development with a proven ability to apply gender analysis to livelihoods or markets and economic development, and/or in humanitarian contexts
• Proven ability to do influencing, excellent written and verbal communications skills to motivate, influence and negotiate internally and externally.
• Proven ability to carry out representation of organisational positions and experience.
• Excellent analytical and critical thinking ability
• Sensitivity and judgement to play and effective ‘advisory’ function to colleagues, including in the management line
• Proven ability to organise, plan and prioritise work
• Experience of working effectively with civil society and in alliances and/or with private sector partners
• Ability and willingness to follow, plus initiative and ability to work under limited supervision and under pressure
• Ability to work effectively in a team which includes members at a distance
• Computer literate and strong English language skills

Desirable
• Fluency in one of the other languages used by Oxfam and WEE and Care teams (Spanish, French, Arabic, Swahili)

At Oxfam our job descriptions provide a guide to what might be expected in the role. Along with our strategy the job description is used to help to shape specific objectives for employees. Employees are supported to deliver these objectives and they are annually assessed against them as part of the Oxfam performance review process. This job description is not incorporated into the employment contract.

HOW TO APPLY

Apply online
• Go to: for external applicants: https://jobs.oxfam.org.uk
• For internal applicants: https://jobs.oxfam.org.uk/internal
• Search for the vacancy using the reference number
• Complete the online application process
• Ensure you submit your application before midnight (GMT) on the closing date.

What will I need
Each recruitment is unique and you will need to follow the instructions part of the online application process. You will usually be asked to provide:
• Your personal contact details
• The details of your referee(s)
• Details on how you meet the skills, experience and knowledge that are required for this role

Support and help
Look at our how to apply section for helpful tips http://www.oxfam.org.uk/what-we-do/about-us/working-at-oxfam/how-to-apply-for-a-job

Technical glitch? If you have any issues when submitting your application please contact resourcingteam@oxfam.org.uk

We are unable to accept prospective application but you can sign up for our job alerts here https://jobs.oxfam.org.uk/alertregister/
Oxfam is a Two Ticks Employer. Should you be unable to submit your application online and would prefer an alternative method please contact our resourcing team.

HOW TO FIND OUR MORE ABOUT US

Find out about everything we do - http://www.oxfam.org.uk/what-we-do

Get a feel of what it is like to work at Oxfam - http://www.oxfam.org.uk/what-we-do/about-us/working-at-oxfam/life-at-oxfam

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