



european network on  
debt and development

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## EURODAD Senior Policy and Advocacy Officer, Debt Justice Team

**Reporting to:** Policy and Advocacy Manager, Debt Justice

**About Eurodad:** Eurodad (the European Network on Debt and Development) is a network of 60 civil society organisations (CSOs) from 28 European countries, which works for transformative yet specific changes to global and European policies, institutions, rules and structures to ensure a democratically controlled, environmentally sustainable financial and economic system that works to eradicate poverty and ensure human rights for all.

Candidates are encouraged to review our website: [www.eurodad.org](http://www.eurodad.org) and subscribe to our *Development Finance Watch* newsletter for further information.

**Role Purpose:** The purpose of this role is to work with Eurodad's debt justice team to take forward the crucial work of preventing and resolving debt crises, and pushing for fundamental reforms of the international financial architecture. The role involves coordinating and producing robustly researched analysis, with a strong advocacy focus, and contributing to build strong and effective coalitions for change, helping to empower civil society organizations in Europe and beyond.

The successful candidate will work at the cutting edge of debt and development finance campaigns for transformative change. They will require policy analysis skills with strong interpersonal communication and be self-motivated with the ability to plan, organise and implement activities under their own initiative. They will have experience working with advocacy focussed civil society groups or similar organisations and have a good working knowledge of relevant international institutions.

**Key contacts:** Eurodad colleagues, Eurodad members and other civil society organisations in Europe, Africa, Asia, Latin America and the US, academics and think tanks, officials in organisations such as the European Commission and Parliament, United Nations, World Bank and IMF.

**Contract & location:** Brussels-based\* with some flexibility allowing for remote working, permanent and full-time contract.

*\* Other locations, particularly in Spain or UK could be considered on a case by case basis.*

Gross annual salary range between € 60,441- € 70,710 (incl. vouchers, holiday pay and end of year bonus), depending on skills and experience.

Attractive benefits package including additional days leave, complementary Hospitalisation, Ambulatory and Dental insurance (DKV), meal, eco, gift and culture-vouchers, working from home allowance, trainings, public transport allowance, travel insurance and contribution to a complementary private pension plan.

## JOB DESCRIPTION

### A. POLICY MONITORING, RESEARCH AND ANALYSIS (35%)

1. Design and conduct advocacy-focused research, case studies and policy analysis on relevant debt justice issues, including sovereign debt crisis prevention, impacts of debt distress and austerity on human rights and sustainable development, debt sustainability analysis, and sovereign debt crisis resolution issues (both quantitative and qualitative).
2. Produce reports, briefings, articles, updates and summaries based on research on current sovereign processes, policies and practices.
3. Coordinate the production of joint reports or position papers authored with allied organisations, including developing joint methodologies, editing and identifying joint conclusions and recommendations.
4. Keep up to date with key issues, including monitoring relevant official and civil society activities in policy areas identified as network priorities.
5. Support the mainstreaming of gender and climate justice into debt justice team research and analysis.

### B. ADVOCACY AND NETWORKING (30%)

1. Develop and refine Eurodad's advocacy strategies in key areas, jointly with the rest of the debt justice team, Eurodad membership and global south partners, and develop implementation plans.
2. Organize, and lead advocacy meetings, including with politicians, officials and parliamentarians.
3. Present Eurodad's work at conferences and seminars.
4. Organise, facilitate, attend and report on meetings, conferences, teleconferences and other events, including with Eurodad members and allies, including to agree common strategies and activities.

### C. INFORMATION SHARING AND COMMUNICATIONS (20%)

1. Respond to questions from Eurodad member groups and others on key issues, providing support for policy and advocacy activities.
2. Author and edit content for Eurodad's website, newsletter and other communications channels, and for external publications, including helping to ensure effective dissemination to relevant networks and individuals.

3. Play an active role in ensuring effective communications strategy and outreach including designing dissemination strategies.

#### D. POLICY TEAM COORDINATION, PROJECT ADMINISTRATION & MEAL (15 %)

- Support fundraising activities, including by drafting relevant sections of fundraising proposals and reports to donors.
- Support the organisation and documentation of meetings, conferences, webinars, teleconferences and other processes.
- Contribute to regular work and strategy planning.
- Contribute to the Eurodad's debt justice team's Monitoring, Evaluation, Accountability and Learning (MEAL) systems.
- Contribute, as part of Eurodad's team, to building team spirit by supporting colleagues and assisting with the day to day running of the office.

### ROLE RELATED EXPERIENCE, SKILLS AND KNOWLEDGE

#### 1. ESSENTIAL SKILLS:

- Strong communication skills with a very high standard of spoken and written English.
- Excellent interpersonal skills and collegial approach, including tactful but effective facilitation to build consensus.
- Politically astute policy analysis skills, including an ability to analyse political and policy developments and develop strategic advocacy positions aligned with Eurodad's theory of change.
- Strong planning and organisational skills, particularly the ability to plan and execute research that contributes to advocacy strategies, and ability to prioritise, exercise initiative, and work both with a team and independently.
- Motivated team player, with a focus on supporting the team and Eurodad partners to achieve objectives, combined with ability to prioritise, use own initiative and work independently.

#### 2. ESSENTIAL EXPERIENCE AND KNOWLEDGE

- Excellent understanding of debt justice, economic justice and development finance issues, and related policy and political debates.
- Understanding of the workings of the IMF, World Bank, UN, European Union, and other relevant multilateral institutions.
- Ability to making complex topics accessible and relevant to policy audiences, including writing succinct and well-structured outputs.
- At least 5 years of work experience of:
  - o Research and analysis, writing briefings or reports on international development finance, sovereign debt or related issues.

- Working on policy, advocacy, or campaigning, ideally in a civil society organisation, particularly working as part of coalitions or networks.
- Educated to at least degree level in political sciences, economics, development studies or a related subject.
- High level skills in processing data in excel and other software. Computer literate and familiar with standard software, including MS Office, Google workspace, amongst others.

### 3. DESIRABLE EXPERIENCE

- Professional or voluntary experience working with organisations from the Global South.
- Professional or voluntary experience working in a network and/or with racially, ethnically, LGBTI, disabled and/or socioeconomically diverse communities.
- Experience with events/webinars organisation, knowledge management platforms and e-learning.
- Knowledge and/or working experience on gender justice, climate justice (particularly climate finance) and/or global economic governance, which are integrated across all our work areas.
- Fluency in other European languages, in particular French or Spanish is considered a plus.

### 4. COMMITMENT TO EURODAD'S OBJECTIVES AND WILLINGNESS TO TRAVEL