

The Netherlands Helsinki Committee is looking for a highly motivated professional for the position of:

Programme Manager Human Rights Defence
(32-36 h/w)

About the NHC

We are a non-governmental organisation that promotes human rights, the rule of law and justice in wider Europe. Building on our track record of 35 years, we consider it to be our mission to inspire, engage and support catalysts of change in building just and rights-respecting societies.

We believe that everybody can be a catalyst of change, and we are ready to support them by strengthening their capacities and by amplifying their voices. We reach out to civil society, governments and the judiciary. We are able to mobilise the right peer-to-peer expertise and build bridges to bring about the change we need.

The NHC office is located in heart of The Hague at the vibrant Nutshuis and has an international staff (about 25 people) working on three programmes: Human Rights Defence, Integrity and Accountability and Rights-Based Justice.

About the role

We are looking for a pro-active and creative Programme Manager to lead our **Human Rights Defence team**. The team is comprised of six other staff members. It focuses on strengthening the capacity of Human Rights Defenders (HRDs) and their organisations through training and exchange of best practices. The team also works on amplifying the voices of HRDs and increasing the impact of their activities through networking and bridge building for joint advocacy. Additionally, the team's work increases solidarity with HRDs and their organisations by campaigning for greater awareness of human rights and the work of HRDs. The team also works on raising awareness and advocating towards Dutch public and political actors on issues related to civic space. It pushes for the development and implementation of effective strategies aimed at protecting civic space within the Netherlands and the European Union.

As a Programme Manager, you also play an important role in the overall **management of the NHC**. You and your colleagues in the management team are responsible for organisational development and strategic decision-making. On the programme level, you are responsible for the implementation, continuity and development of the HRD programme. You coach and guide the staff to ensure personal growth, high quality work, good team spirit and motivation. You report to the Executive Director.

Responsibilities and tasks

Key responsibilities and tasks for this position include:

- Contribute to overall organisational development by leading by example and sharing vision, knowledge and expertise within the programme team and in the organisation as a whole;
- Ensure implementation of strategic goals and continuity of the organisation by acquisition of new projects, development of proposals and engaging with new potential donors;
- Develop, implement and monitor the organisation's and programme's strategy;
- Monitor implementation of projects, including in particular budget depletion and project deliverables. Support implementation when needed, which includes project management;
- Overall responsibility for high quality and timely narrative and financial reporting to donors;
- Developing and implementing a vision to protect civic space from authoritarian and non-democratic pressures, translating this vision into concrete projects and advocacy campaigns in collaboration with national and international partners.
- Managing a Programme team, providing coaching, guidance, and support to ensure personal growth, high-quality work, and team motivation.
- Building and maintaining relationships with a wide network of partners, experts, representatives of international organizations, officials, and funders.
- Engaging in advocacy campaigns with relevant actors, including parliamentarians and representatives of international organisations, and define the advocacy agenda for the programme.
- Communicating programme activities and results through various media channels, in close cooperation with the NHC Communications Manager. Willingness and ability to act as a spokesperson for the HRD programme and on the NHC's (advocacy) activities related to the strategic goals of the programme.
- Raising awareness and advocating for civic space issues among Dutch public and political actors, and campaign for increased solidarity with HRDs.

Required Qualifications and Skills

The ideal candidate for the Programme Manager - Human Rights Defence position will possess the following qualifications and skills:

- At least seven years of experience in human rights and civil society work, including five years managing large-scale multi-country projects. Experience in a relevant civil society organization, including at least two years in a management or leadership role.
- Master's degree in a relevant discipline.

- Proven track record in good causes communication, high-reach digital campaigning, international advocacy, and project design and proposal development for private and public funders, including the European Commission.
- Extensive experience with advocacy towards different stakeholders, including politicians, and a well-developed understanding of geopolitical sensitivities.
- Excellent communication, coaching, and leadership skills, interpersonal-sensitivity, diplomatic attitude in working with different partners across cultures. Ability to create an inclusive organisational culture and manage a diverse team.
- Sound budget-management skills and experience overseeing project finances. Experience with EU and US funded projects and development and implementation of sub-granting scheme is an asset.
- Excellent command of English, knowledge of Dutch and/or proficiency in any of the languages spoken in countries of the Eastern Partnership region is an asset.
- Strong knowledge of recent human rights trends and developments, particularly related to the protection of human rights defenders, and overall familiarity with the region in which the NHC operates.
- Ability to lead in volatile situations, adapt to fast-paced environments, and switch between tasks efficiently.
- Willingness and availability to travel as required.

The NHC is an equal opportunities employer and committed to building a culturally diverse staff. We promote diversity and belonging in everything we do and we invite in particular candidates with backgrounds that are currently under-represented in the human rights movement to apply.

Apply

If you are interested, please send your resume and a motivation letter to: office@nhc.nl. Please mention “Programme Manager: HRD Programme” and your name in the subject of your email. For inquiries, please contact Joeri Buhner Tavanier by sending an e-mail to the above-mentioned address. **Candidates may apply until (and including) July 10, 2024 (23:59 CET).**

We offer a salary based on qualifications and experience, between € 4.178 and € 5.065 gross per month (based on a full-time position). This salary scale is annually corrected for inflation, based on the CBS index for CAO-salaries for subsidised institutions. You will get a 8% holiday pay and 1.5% end-of-year bonus and be included in the collective pension scheme. Initially, you will be offered a 1-year contract.

Non-EU candidates need to have a valid work permit to be considered for this role. Only shortlisted candidates will be contacted. Due to the high volume of applications we receive, we are unable to provide individual feedback to candidates that are not shortlisted.