

**Advocacy Officer:
Labour Rights and Labour Migration
(maternity cover – 10 months)**

**Location:** Brussels, Belgium

**Start date:** Monday 7 November 2022 (until end August 2023)

**Deadline for applications:** Sunday, 4 September 2022 (midnight CET)

**About PICUM**

PICUM, the Platform for International Cooperation on Undocumented Migrants, is a network of organisations that seeks to advance social justice and human rights for undocumented migrants. Grounded in principles of social justice, anti-racism and equality, PICUM brings together the experiences and expertise of its members, providing a platform to engage policy makers and the general public in the full realisation of undocumented migrants’ rights. Based in Brussels, the PICUM secretariat leads the network’s advocacy, alliance-building, communications and research activities at the EU and international levels and supports PICUM’s broad and diverse membership.

**Position Summary**

The successful candidate will be an integral part of PICUM’s team, leading our work in the areas of labour rights and labour migration during the period of maternity cover, working closely with and reporting to the Director. They will also implement the work programme with the support of, and jointly supervising, the Junior Advocacy Officer, and in close cooperation with other staff members. Depending on circumstances, there could be a one-month handover with the Senior Advocacy Officer who leads this work, as well as a three-month handover period after they return to work after maternity leave.

PICUM’s work on labour rights aims to achieve improved pay and working conditions for undocumented workers and other migrant workers in precarious situations. This is done by influencing EU legal frameworks and actions across different policy areas to provide for (undocumented) migrant workers’ rights and improving formal complaints mechanisms to be more accessible and effective for undocumented workers. While seeking to increase the use and efficacy of civil complaints procedures, this area of work also links closely with the work on protection from harm and access to justice for victims of crime, including human trafficking. Our work on labour rights also analyses and addresses intersectional forms of discrimination experienced by (undocumented) migrant workers linked, for instance, to their gender, nationality and type of work

PICUM’s long-term objective on labour migration is to address and avoid the reasons people work irregularly or in precarious and dependent situations; and to enable migration and residence policies that promote regularity, decent work and social inclusion, including via regularisation for people already in Europe. We aim to increase pathways to work regularly and improving the quality of the associated procedures and statuses, with a view to making general work permit schemes more inclusive and accessible across jobs and sectors and improving the quality of work permits provided to migrant workers.

This works requires close partnership and coordination with PICUM members working nationally, as well as trade unions, other NGOs, institutional and academic actors and the international and European levels. PICUM also works with members, the trade union movement and with other key partners to build awareness and recognition of (undocumented) migrant workers’ role in the workers’ movement and social and economic development, and support migrant-worker organising.

**Main Responsibilities**

***In the thematic work areas of labour rights and labour migration:***

* Implements and reports on PICUM’s annual work plan on labour rights and labour migration, in light of PICUM’s strategic plan and consistent with an intersectional feminist approach, and develops the work plan in coordination with other staff;
* Undertakes advocacy towards European Union institutions and agencies/groups to achieve concrete improvements in policies and practices by influencing and enlisting the support of policy makers, elected officials, labour inspectors, civil servants, intergovernmental and governmental bodies and agencies, funders, strategic partners and other allies. In addition to ongoing advocacy on regular files, the role will focus in particular on developing evidence, advocacy and communications work around the proposed revision of the Single Permit Directive, as well as advocacy on the proposed Regulation to ban products using forced labour;
* Monitors and analyses relevant legal, policy and practice developments, within the European Union, Council of Europe, and United Nations institutions, as well as at national level, identifying issues of concern and opportunities to engage for PICUM and its member organisations;
* Supports and works with PICUM members in areas of labour rights and labour migration, in particular by organising meetings of the PICUM Member Group on Labour and Task Force on Effective Complaints Mechanisms and providing support to national advocacy;
* Develops, writes and publicises PICUM reports, policy and position papers, letters, press releases, op-eds, short articles, newsletter items, web materials, and submissions to regional and international bodies in liaison with the Director, PICUM members (in particular the PICUM Member Group on Labour and Task Force on Effective Complaints Mechanisms), PICUM Communications Officer and Multimedia Officer and other PICUM staff, as appropriate;
* Represents PICUM towards members and a wide range of stakeholders at some external events with different formats, including presenting at conferences and running workshops, as well as in bilateral and multilateral advocacy meetings;
* Develops joint work with institutional, civil society and other strategic partners, by organising strategy meetings (including the Stakeholder group on migrant domestic and care work), coordinating closely with the European Trade Union Confederation and other trade union partners, participating in the activities of the Eurodetachments project and DignityFIRM project, and participating in relevant networks, alliances and working groups;
* Works actively to sustain and engage with existing networks and alliances with institutional, civil society, and other strategic partners, as well as potential members;
* Overseas and coordinates with commissioned experts on specific research outputs; Contributes to general awareness-raising through supporting academic research, working with academic and research partners, participating in educational programmes, and responding to requests for information;
* Participates in the sub-granting programme to PICUM members for their work on labour, in collaboration with the Director, Deputy Director and Junior Advocacy Officer.

***Supervision and coordination:***

* Jointly supervises and works closely with the Junior Advocacy Officer on Labour and Inclusion, in the delivery of activities in the areas of labour rights and labour migration.
* Works closely with PICUM staff - including by coordinating with the Communications Officer, Multimedia Officer, and Administration and Events Manager - to ensure timely production of outputs;
* Ensures a minimum level of understanding in all areas of PICUM’s work;
* Works closely with PICUM Advocacy Officers to ensure coordination between over-lapping thematic areas of work and joint analysis, and to provide input, advice and support to others as needed, including through participating in monthly advocacy meetings;
* Contributes to meeting PICUM’s commitments to current funders, by monitoring and reporting on PICUM’s activities and achievements on labour rights and labour migration;
* Ensures activities and outputs are completed within budget and in accordance with PICUM procedures and contractual obligations, seeking input from Financial Director where necessary;
* Participates in PICUM’s governance structures as appropriate, including by providing necessary information and analysis to PICUM’s Board and contributing to the planning and execution of PICUM annual General Assembly;
* Works flexibly alongside other members of the PICUM team to take on reasonable tasks as appropriate over and above those set above.

**Skills and Competencies**

**Essential**

* Genuine interest in the mission and values of the organisation;
* Minimum five years of professional experience in a comparable role at in the not-for-profit sector or international/intergovernmental organisation;
* Proven experience in EU advocacy and ability to work with coalitions to achieve policy change;
* Good communication and interpersonal skills to establish and maintain contacts with PICUM partners and members, NGOs and official representatives;
* Exceptional verbal, written and presentation skills in English with the ability to communicate effectively to a variety of different audiences;
* Excellent organization skills, attention to detail and commitment to quality;
* Demonstrated ability to learn quickly and apply transferrable skills to new areas;
* Able to work proactively and independently, multi-task, and deliver high quality work in a timely way;
* Strong interpersonal skills and ability to work collaboratively;
* Ability to give and receive feedback professionally, and to communicate with openness and honesty;
* Proactive and able to confidently take initiative and make appropriate decisions.

**Desirable**

* Professional experience or training in migrants’ rights, labour rights, labour migration, worker-organising, intersectional feminist approaches or related themes;
* Fluency and strong writing skills in languages other than English (esp. PICUM working languages, French/ Spanish);
* Experience in working in a transnational civil society network at European or global level;
* Experience in communications and formulating messages to a non-expert audiences.

**What PICUM can offer**

* Full time position (37.5 hours/week)
* Fixed-term contract according to Belgian labour legislation from 7 November 2022 until 31 August 2023.
* Salary according to the wage scale of the Paritaire Committee 329.01: approximately € 3,793 - €4,100 gross per month (based on 6-10 years’ experience)
* Meal vouchers, hospitalisation insurance, group insurance scheme (pension plan), thirteenth month, additional holidays and end of year office closure also provided.
* Structural teleworking policy
* Conditions are according to Belgian legislation including the legal ability to live and work in Belgium

**Selection procedure**

PICUM is committed to diversity in its staffing, including based on gender, ethnic origin, disability, and lived experience of migration. We encourage candidates with such diverse backgrounds to apply.

The deadline for applications is **Sunday, 4 September 2022** at midnight (CET). Please send the completed [application form](https://picum.org/wp-content/uploads/2022/07/APPLICATION-FORM-Advocacy-Officer-Labour_Maternity-cover_FINAL.docx) in English to Michele LeVoy, Director at recruitment@picum.org, with your **last name, first name and PICUM Advocacy Officer Position** in the subject line.

Please note that due to the large number of applications and our limited capacity, we regret that only shortlisted candidates will be contacted. **Only completed application forms will be considered (e.g. no CVs or cover letters).**

**Interviews** will take place in person in Brussels, or online as needed, on **Monday 19 September/** **Tuesday 20 September**.