

ROLE PROFILE

JOB TITLE:	Advocacy Officer	REPORTING TO:	Claire Ivers, Head of Advocacy
TEAM:	Advocacy Team	DATE:	November 2025
LOCATION:	Brussels	CONTRACT TYPE:	Fixed- 2 year
WEEKLY HOURS:	38	SALARY:	The salary range for this role is €2,577 - €4,744 per month gross. Conditions are according to Belgian legislation.

Principal Objective of the Team and Role:

Team Purpose: The Advocacy Team provides support to human rights defenders (HRDs) at risk through targeted advocacy at the national, regional and international levels with governments, inter-governmental organisations and other relevant stakeholders including businesses and investors. The Global Advocacy Team has a particular focus on Front Line Defenders (FLD's) engagement with EU institutions and EU member states, other states, the UN, regional human rights mechanisms, responsible investor networks and International Financial Institutions in support of the protection of HRDs.

Role Purpose: This role will have the responsibility to provide support to HRDs at risk in the Middle East and Africa regions through, in coordination with the Protection Team, engaging international stakeholders to take action on individual HRD cases, as well as through advocating for the adoption and reviewing of relevant policies to strengthen the protection of HRDs. Under the supervision of the Head of the Global Advocacy Team, the Advocacy Officer will engage directly with EU institutions and EU member States, other states, the UN, civil society, HRDs and other relevant international, regional, or national actors.

Responsibilities:

1. Carry out advocacy with the EU, EU member states, other states and international stakeholders in support of human rights defenders at risk

- Outreach to EU/member state authorities and other international stakeholders on cases of HRDs at risk, pressing for action in accordance with national Guidelines on HRDs, including the EU Guidelines, and beyond;
- Liaise directly with HRDs as needed and in coordination with the Protection Team, to advise on tailored advocacy actions;
- Identify and develop FLD's input into key relevant processes at the EU and UN levels and regionally in the Middle East and Africa that impact HRDs
- Identify key opportunities for advocacy on cases and also to ensure the accessibility and participation of HRDs in relevant international settings;

- Organise advocacy rounds for HRDs (travel, visa support, accommodation and other logistics etc);
- Conduct advocacy research to identify advocacy pressure points;
- Write and edit high-quality advocacy content including letters, statements, briefings and other relevant communications destined for EU, UN and states;
- By delegation of the Head of Global Advocacy, represent Front Line Defenders in advocacy meetings;
- Carry out administrative tasks such as note taking, regularly updating key contacts and the advocacy calendar, database.

2. Advise on Front Line Defenders' internal coordination and analysis around advocacy on case work

- Participate and support coordination of weekly internal case calls, gathering relevant Front Line Defenders colleagues with the objective of identifying priority cases to take up as well as relevant advocacy actions to be undertaken by the Advocacy Team, in coordination with the Protection Team, to secure positive outcomes for HRDs;
- Monitor and analyse trends regarding impact of advocacy undertaken by Front Line Defenders on individual cases of HRDs and draw learning, draft quarterly analysis, board reports, and contribute to other relevant documents such as the Front Line Defenders' Global Analysis;
- Track results achieved on advocacy around case work in the database, and compile detailed data responses for analysis and reporting.
- Support the development, in coordination with the Protection Team, of regional strategies.

3. Work with external partners to strengthen global calls for action on HRDs' protection

- Build and maintain connections with human rights organisations to ensure the mainstreaming of HRD issues (pertaining to the Middle East and Africa) in broader human rights discussions at the EU level and beyond;
- Contribute and participate in relevant civil society coalitions

This job description is intended as a summary of the primary responsibilities of and qualifications for this role. The job description is not intended as inclusive of all duties an individual in this position might be asked to perform based on requirements either now or in the future.

Reporting Structure (number of team members supervised in this job):

Directly: 0

Indirectly: 0

Key Relationships (please specify contacts):

Internal: Advocacy Team, Protection Team, Communications Team

External: EU and other state officials and diplomats, regional bodies, civil society, UN

Salary

The salary range for this role is €2,577 - €4,744 per month gross, plus holiday pay and 13th month payment. This will be agreed on appointment. Conditions are according to Belgian legislation.

The contract is based on a 38 hours week, Monday to Friday, based in the organisation's EU office in Brussels. The Advocacy Officer may take 26 days leave per year in addition to public holidays in Belgium. The organisation provides life insurance, a contribution to health insurance, an income protection policy, and matches individual contributions to a pension up to 8% of gross salary.

Person Specification

Knowledge, Skills and Experience:

Essential:

- Minimum of two years of relevant experience in a similar role and sound knowledge of the functioning of the EU Institutions, EU human rights instruments, policy and practice, and the UN and international human rights standards,
- Ability to defend and explain complex issues and positions to international, regional, and national actors including governments and diplomats.
- Strong communication skills including the ability to clearly and concisely communicate ideas and render complex concepts accessible to human rights defenders not familiar with advocacy and/or the functioning of the international human rights architecture.
- Demonstrated ability to think strategically and advocate effectively.
- Excellent English, Arabic and French communication and drafting skills.
- Ability to multi-task effectively, manage time, adjust to changing priorities, and meet deadlines.
- Strong interpersonal skills to work collaboratively within Front Line Defenders, as well as develop constructive relationships with HRDs, NGOs, international and regional organisations, and governments.
- Computer skills (office applications, database updating);

Desirable:

- Experience engaging regional human rights bodies such as the African Commission on Human and Peoples' Rights
- Demonstrated experience working with a human rights defender-centered approach and engaging with grassroots HRDs and/or communities of different cultures.
- Experience undertaking or contributing to high-quality research, analysis and drafting, as demonstrated by a range of publications.
- A graduate degree or an equivalent level of experience in human rights, law, international/European affairs, or a related field.
- Experience of human rights work in Africa and the Middle East.

Front Line Defenders Values:

1. Working with HRDs:

- Commitment to our Work
- Responsiveness to HRDs
- Decision Making & Problem Solving
- Exercising Good Judgement
- Listening
- Results Focused
- Perseverance

2. Developing Myself:

- Self-Awareness
- Adapting to Change
- Proactive Learning
- Managing My Well-being

3. Working With Colleagues:

- Respect for the Individual
- Building Trust
- Collaborative Working
- Communication With Each Other

4. Leadership:

- Strategic Thinking
- Engaging With People
- Stewardship of Resources

Selection and Appointment:

- To apply, candidates need to submit a copy of their application - CV and cover letter - via the **'Apply now'** button;
- Cover letters should be addressed to **Claire Ivers, Head of Global Advocacy**
- Only shortlisted candidates will be invited to attend for interview;
- It is anticipated interviews will be held in **December 2025**;
- The appointment is expected to be effective from **January 2026**;
- **Closing date**; midnight (local Irish time) on **Sunday, 7th December** as per FLD vacancies page:
<https://www.frontlinedefenders.org/en/recruitment-volunteering>

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