

POSITION DESCRIPTION

Position Title	Feminist Movement Strengthening Advisor
Time Commitment	Part-time (0.8 FTE), Permanent
Location	Level 4, 333 Queen St Melbourne. Hybrid WFH and office
Awards classification	SCHADS 5 or 6 (depending on skills and experience of the candidate)

ABOUT THE ORGANISATION

WHO ARE WE?

We are an Australian-based organisation, resourcing diverse women's rights organisations primarily in Asia and the Pacific, and contributing to global feminist movements to advance our vision of gender equality for all.

VISION Gender equality for all

PURPOSE To defend and advance the rights of diverse women and girls

VALUES Feminist, Accountable, Collaborative, Transformative

OUR GOALS 2020-2023

1. Resource and contribute to a resilient and vibrant feminist movement
2. Promote systemic change towards gender equality for all
3. Build a resilient and relevant feminist organisation

IWDA is an Australian-based organisation, resourcing diverse women's rights organisations, primarily in Asia and the Pacific, and contributing to global feminist movements to advance our vision of gender equality for all.

We resource the work of diverse women's rights organisations, enable them to be more effective by providing support that goes beyond money, and we make our own contributions to feminist movements through advocacy, knowledge creation and translation.

As part of this contribution, we take actions to decolonise our approach to feminism and development. We want to become the best we can be in the world at north-south partnerships.

This means we seek to understand and leverage our locational power so that we know when to:

STEP UP and use our power to leverage resources and access for women's rights organisations, and make our own contribution to feminist movements

STAND WITH feminist movements in solidarity and amplify the work of global south actors

STEP BACK when others are better placed to take the lead.

SIT WITH uncertainty, embrace communal learning and deep listening, and accept that time is needed to collectively discern the best course of action.

International Women's Development Agency (IWDA) has an EO exemption (H69/2022) and requests applications from people who identify as women only (including trans women).

*IWDA welcomes people with different skills and life experiences, and encourages women from culturally and linguistically diverse backgrounds, women with disabilities and First Nations women to apply. **Preference will be given to applicants who have cultural heritage from, strong community ties to, or experience in, one of the countries in which IWDA supports partners.***

Any offer of employment will require a National Police Check and endorsement of IWDA's Child Protection Code of Conduct. All applicants must be legally entitled to live and work in Australia.

POSITION SUMMARY

The Feminist Movement Strengthening Advisor sits within the Systemic Change & Partnerships team and reports to the Director, Knowledge Translation & Equality Insights.

This dynamic and fast-paced role will give you the opportunity to strengthen IWDA's position within the global feminist movement, work with all parts of IWDA and our grantee partners to realise feminist, systemic change approaches to movement strengthening and support global women's rights advocacy across IWDA.

The focus on major functions of the role in certain areas may shift at any given time according to organisational priorities, so this role is well suited to an individual with strong program management skills, the ability to sequence and prioritise across multiple projects, and with a desire to help set and realise agendas for evolving IWDA's movement strengthening practice.

Strong financial acumen and budget management skills are required.

The focus of the role includes:

- Leading and strengthening IWDA's relationships within global feminist movements
- Positioning IWDA's priority advocacy agendas in the dialogue with relevant feminist movement collaborators
- Providing technical inputs on movement strengthening in the design and implementation of programmatic and advocacy initiatives of the organisation, including supporting grant writing to generate funding
- Generating thought leadership, direction and coordination in support of IWDA's approach to movement strengthening, including representing the organisation to external audiences
- Delivering Feminist Organisational Capacity Strengthening (FOCS) training with IWDA grantee parents and a selected number of other organisations

Externally, the role holder leads the positioning of IWDA in global feminist movements. This requires active cultivation of networks across global feminist movement actors and ability to maintain and strengthen relationships from a distance. The role holder leads IWDA's contributions to the global feminist movement, maintains IWDA's position at the cutting edge of movement building, is accountable to the movement and realises an appropriate level of uptake by key stakeholders in the movement.

Internally, the role holder works in close collaboration with the Program Managers of the Partnerships team to provide accompaniment and support on integrating movement strengthening approaches in the work of our partners. The role holder also works closely with the Senior Research Policy and Advocacy Advisor, and with the Communications Manager and the Development Manager in the Business Transformation Team.

As with all employees, the Feminist Movement Strengthening Advisor will be expected to contribute to IWDA's organisational culture and activities.

KEY RELATIONSHIPS

Reports to	Director, Knowledge Translation and Equality Insights
Key Internal Relationships	Director, Systemic Change and Partnerships, Senior Research, Policy and Advocacy Adviser, Grant Development Team, Communications Team; Partnerships Program Managers and Senior Program Managers
Key External Relationships	Feminist movement actors, Women's Funds, donors, IWDA grantee partners
Direct Reports	Potential for the role to manage a team member

KEY RESPONSIBILITIES

1. Lead positioning of IWDA with global feminist movements (~1 day/week)

- Invest in strategic links and dialogue with women's funds, women's networks and working groups and lead and represent IWDA's thought leadership in relation to feminist movement strengthening
- Engage, negotiate and collaborate with feminist actors, globally, to plan and deliver joint activities to strengthen the movement
- Lead IWDA's advocacy on funding for feminist movements, including in dialogue with Australian and regional philanthropy
- Identify potential new donors for IWDA and our grantee partners in movement strengthening
- Increase IWDA's presence and relevance in global feminist movements using creative methods, such as the Troublemakers webinar series

2. Enhance IWDA's movement strengthening approach, including support to Program Managers and grantee partners (~1 day/week)

- Provide guidance, support, trouble-shooting and strategy advice (often through or in collaboration with Program Managers) on movement strengthening methods, approaches, activities and assessment
- Facilitate movement strengthening activities, such as joint convening activities amongst a range of IWDA grantee partnerships at national and regional levels
- Collaborate with Program Managers to mobilise resources for movement strengthening, including by ensuring a consistent approach to inclusion of movement strengthening activities in contracts
- Where required undertake budget and contractual management of grants (either leading or contributing to grants owned by other staff that include movement strengthening components)
- Contribute to organisational and donor reporting, including feminist monitoring, evaluation and learning
- Lead on knowledge translation between policy, practice and advocacy to grow IWDA's feminist and decolonial analysis on movement strengthening

3. Contribute to strengthened movements through building feminist organisational capacity (~1.5 days/week)

- Conceptualise and develop training material linked to IWDA's existing Feminist Organisational Capacity Strengthening Toolkit, as part of the Intersectional Feminist Workshops package
- Deliver/facilitate multi-day Feminist Organisational Capacity Strengthening workshops with grantee partners and selected other organisations
- Lead the advancement and implementation of a specialist resource generation model connected to the implementation Intersectional Feminist Workshops
- Develop and ensure adherence to appropriate systems for generating, tracking, responding to and closing on sales of Intersectional Feminist Workshops
- Where required, provide line or matrix management support to team members working under this resource generation model
- Support team to meet income targets for Intersectional Feminist Workshops

As with all employees the role holder should also be prepared to contribute to IWDA organisational processes as appropriate to their seniority in the organisation. These include: monitoring, evaluation and learning; budgeting, planning and reporting, and organisational culture building, including improving organisational drivers of diversity and inclusion and the continual work towards becoming an anti-racist organisation. (**~0.5 days/week**)

SELECTION CRITERIA

Technical Experience

1. Experience working to support partner led activity and/or advocacy, particularly through coalitions or networks
2. Demonstrated relationship building skills, including managing and strengthening relationships over distance
3. Demonstrated experience in facilitation and training, ideally in feminist and/or cross-cultural settings
4. Previous experience with line management and budget accountabilities with good financial acumen
5. Highly developed communications skills
6. Highly developed cross-cultural and interpersonal skills and experience managing partnerships, complex relationships and power dynamics
7. Ability to work collaboratively and autonomously

Desirable

1. Previous experience working in Asia and/or the Pacific with women's rights organisations or activists
2. Previous experience contributing to feminist monitoring, learning and evaluation, including on feminist advocacy initiatives

Behavioural Competencies

- Valuing Diversity
- Empowerment
- Managing Work & Quality
- Acting with Transparency
- Building Trusting Relationships
- Collaborating for success
- Learning, Improving & Adapting
- Judgement & Decision Making

GENERAL CONDITIONS

All IWDA staff and volunteers are required to:

- Support and demonstrate IWDA's Values and Behavioural Competencies
- Act at all times in accordance with IWDA's Code of Conduct and Policies
- Act at all times in accordance with IWDA's Child Protection Policy and Code of Conduct
- Comply with IWDA's Occupational, Health, Safety & Wellbeing Policy and practices

- Undertake police check prior to commencement and every two years thereafter.

TRAVEL REQUIREMENTS

Some international travel will be required in this position. It is a condition of employment that staff abide by all IWDA security and safety policies and procedures. There is a possibility of travel to remote locations. As part of that requirement, the role-holder should be confident and fit to travel to these locations.