

Together we can beat poverty for good. Will you join us?

POLICY ADVOCACY AND CAMPAIGNS MANAGER

MEDIA AND COMMUNICATIONS

Closing date: - 17 September 2020

Vacancy reference: - INT6826

Oxfam is committed to preventing any type of unwanted behaviour at work including sexual harassment, exploitation and abuse, lack of integrity and financial misconduct; and committed to promoting the welfare of children, young people, adults and beneficiaries with whom Oxfam GB engages. Oxfam expects all staff and volunteers to share this commitment through our code of conduct. We place a high priority on ensuring that only those who share and demonstrate our [values](#) are recruited to work for us.

The post holder will undertake the appropriate level of training and is responsible for ensuring that they understand and work within the safeguarding policies of the organisation.

All offers of employment will be subject to satisfactory references and appropriate screening checks, which can include criminal records and terrorism finance checks. Oxfam GB also participates in the [Inter Agency Misconduct Disclosure Scheme](#). In line with this Scheme, we will request information from job applicants' previous employers about any findings of sexual exploitation, sexual abuse and/or sexual harassment during employment, or incidents under investigation when the applicant left employment. By submitting an application, the job applicant confirms his/her understanding of these recruitment procedures.

We are committed to ensuring diversity and gender equality within our organisation and encourage applicants from diverse backgrounds to apply.



Shaping a stronger Oxfam for people living in poverty.

ABOUT OXFAM

Oxfam is a global community who believe poverty isn't inevitable. It's an injustice that can be overcome. We are shop volunteers, women's right activists, marathon runners, aid workers, coffee farmers, street fundraisers, goat herders, policy experts, campaigners, water engineers and more. And we won't stop until everyone can live life without poverty for good.

Oxfam GB is a member of the international confederation [Oxfam](#).

OUR TEAM

Media and Communication Team ensures Oxfam in Pakistan programme makes an impact to Oxfam's internal and external stakeholders through a variety of materials and channels. The team is led by the Policy, Advocacy and Communications or campaigns Manager supported by the team of Media and Communication Officers and a graphic design consultant. The team provides support to the different teams in the office in particular the programme teams working on the different projects in Gender Justice, Governance and Resilience pillars, the programme quality and in general to the other teams in the office.

JOB PURPOSE

To increase Oxfam's programme impact in Pakistan by working closely with country management and programme teams on influencing strategies. Develop new areas of policy analysis and innovative advocacy and campaigning techniques in the rapidly changing national political shifts and shrinking space for civil society. Provide high quality and responsive social, economic and political analysis. To provide leadership and strategic support on policy advocacy and campaigns, media, communications and social media across all strategic goals, ensure programme quality on influencing agenda and to maximise communications impact across the country programme portfolio.

The job holder will collaborate with the national partners and global affiliates to deliver high quality content for national, regional and global media markets, and wider social media and communication needs.

WHAT THE RECRUITING MANAGER HAS TO SAY ABOUT THE ROLE?

We are looking for dedicated and highly motivated professional to provide leadership and strategic support on policy advocacy and campaigns across all strategic goals, ensure programme quality on influencing agenda across whole country programme. The person must have experience in: developing new areas of policy analysis and innovative advocacy & campaigning techniques, internal & external communication, especially media engagement and digital media and public campaign. The person must have the ability to work in very organized manner with high level skill in planning, interpersonal communication, presentation and coordination.

PAC manager will be a critical team member in the context of phase-out planning with regard to Communications and Influencing for Oxfam Pakistan.

CORE DETAILS

Location: Islamabad, Pakistan

Our package: As per OXFAM Salary scales

Internal Grade: C1

Division International **Job Family:** Communications

Contract type: One year fixed contract

Hours of work:



This is a full-time role; however, Oxfam offers various flexible arrangements which candidates can discuss with the Recruiting Manager at interview stage

This role reports to: Country director

Staff reporting to this post: Media & Communication Team

Annual budget for the post: This role will require budget management

Key relationships/interactions: Interactions with the Senior Management team and external stakeholders

Screening checks: All successful candidates will be screened through [Refinitiv World-Check One](#) to comply with counter terrorism and financial sanctions regulations.

KEY RESPONSIBILITIES

Technical

- Provide thought leadership on programme development and influencing agendas across country programme – leading on policy/Analysis, campaigning, media and communication initiatives;
- Provide specific technical expertise on areas of gender justice, governance and economic justice, and humanitarian advocacy and campaigning;

- Lead capacity development initiatives to deepen the influencing approaches across the country programme and partners;
- Identifies, commissions and manages high quality evidence-based Analysis;
- Carries out regular social, economic and political analysis to support new policy and advocacy and campaigning plus programme direction as well;
- Makes strategic links between key national issues and relevant regional and global trends and its relevance to country programme;
- Responsible for shaping and delivering work, which has a significant impact on Oxfam's public image - at national and international level - and requires sensible judgments and compliance with Oxfam's policy and procedures;
- Provide technical support and advice on policy analysis, advocacy, media engagement to Programme Managers in responsibility areas;
- Design and implement a national media strategy that secures high-impact media to help raise Oxfam's profile, and in delivery of national campaigns, and bring attention to core Oxfam issues and raise funds.

Leadership


- Lead independent national advocacy and campaigns work on priority issues where opportunities exist
- Ensure that all policy analysis, advocacy, campaigning and media work strongly includes women rights and gender analysis
- Provide leadership to ensure alignment of country programmes with Oxfam corporate priority campaigns and WIN (Worldwide Influencing Network) and ensure effective harmonisation of planning and management with Oxfam International;
- Ensure quality of programmes on influencing agenda across country strategy and throughout programme portfolio;
- Lead development and delivery of priority campaigns ensuring harmonisation with global priority campaigns in collaboration with programme teams;
- Provide strategic advice to national and global campaign and fundraising teams to ensure projects are media-friendly and have the communications products needed to amplify messages
- Takes initiatives and makes independent decisions and solves problems on new and complex issues, requiring high levels of creative thinking to find best solutions;
- Provide guidance to Oxfam's partners on the planning, implementation, monitoring and evaluation of their media and communication relevant policies, documentation
- Develop and drive Oxfam's digital communications strategy in the country, supporting country teams and partners to develop and maximise their use of digital and multimedia technology and sharing with global platforms
- Builds relations within civil society and with high level decision-makers to influence for positive change on development in Pakistan;
- Draw in Oxfam International and affiliate expertise to support the delivery of Oxfam Pakistan advocacy, campaigning and communications strategy, where appropriate.
- Develop and implement approaches to monitoring and evaluation/impact assessment of advocacy and campaigning work and ensure effective roll-out.
- Advice on embedding media tools in new business development work

Management

- Provide strategic leadership and management of the Oxfam programme, across all goals, as a member of the Pakistan Country Leadership Team;
- Performance management of Advocacy, Policy, Media and Communications team and matrix management of decentralised policy roles and programme roles with significant policy component;
- Manage strategic pieces of work in partnership with global/regional leads which will help leverage Oxfam's value added as a global organisation in country, including contributing to regional and global campaigns;
- Management of all policy advocacy and campaigns in an emergency response, strategic contribution to management of response including membership of emergency management leadership team;
- Lead media response on humanitarian emergencies (category 2) and be the first media responder to a quick onset of category 1 emergency in the region
- Actively implement Oxfam GB's policies in the recruitment and employment of staff, volunteers, or consultants/service providers;

Your commitment to Oxfam

- Required to adhere to Oxfam's principles and [values](#) as well as the promotion of [gender justice and women's rights](#)
- Understanding of and commitment to adhere to equity, diversity, gender, child safety and staff health and wellbeing principles

PERSON SPECIFICATION	How this will be assessed? ¹			
	Shortlisting	Interview	Presentation	Written Test
<p> Note to candidates: Shortlisted candidates will be assessed on our organisational values and attributes at the interview stage. The successful candidate(s) will be expected to adhere to our code of conduct. We encourage candidates to read and understand our code of conduct here.</p>				
Key Organisational Attributes		X		
Ability to demonstrate sensitivity to cultural differences and gender issues, as well as the commitment to equal opportunities.				
Ability to demonstrate an openness and willingness to learn about the application of gender/gender mainstreaming, women's rights, and diversity for all aspects of development work.				
Commitment to undertake Oxfam's safeguarding training and adherence of relevant policies to ensure all people who come into contact with Oxfam are as safe as possible				
Organisational Values		X		

¹ Whilst we make every effort to indicate how the candidates will be assessed against a criterion, this is subject to change and may be influenced by the quality of applications.

Accountability – Our purpose-driven, results-focused approach means we take responsibility for our actions and hold ourselves accountable. We believe that others should also be held accountable for their actions				
Empowerment – Our approach means that everyone involved with Oxfam, from our staff and supporters to people living in poverty, should feel they can make change happen				
Inclusiveness – We are open to everyone and embrace diversity. We believe everyone has a contribution to make, regardless of visible and invisible differences				
Oxfam Leadership Competencies				
Influencing - We have the ability to engage with diverse stakeholders in a way that leads to increased impact for the organization We spot opportunities to influence effectively and where there are no opportunities we have the ability to create them in a respectful and impactful manner.		X		
Listening - We are good listeners who can see where deeper levels of thoughts and tacit assumptions differ. Our messages to others are clear and consider different preferences.		X		
Mutual Accountability - We can explain our decisions and how we have taken them based on our organizational values. We are ready to be held to account for what we do and how we behave, as we are also holding others to account in a consistent manner.		X		
Essential - Experience, Knowledge, Qualifications & Competencies				
Significant, demonstrable, senior management experience at country level in a similar role;	X			
Highly developed, demonstrated, strategic planning skills with ability to influence programme's overall strategies;		X		
Demonstrable experience of leading, designing and delivering influencing, campaigning and advocacy programmes in Pakistan or elsewhere in Asia;	X			X
Relevant experience and proven track record in producing and managing high-quality Analysis and policy papers, including managing commissioned Analysis and writers and ensuring high standards of delivery		X		X
Ability to conceptualise, design and deliver media, story-gathering and digital communication strategies				
Well-developed ability to motivate and persuade at high levels (for organisational				

<p>change);</p> <ul style="list-style-type: none"> • Provide thought leadership on programme development and influencing agendas across country programme – leading on policy/Analysis, campaigning, media and communication initiatives; 				
<ul style="list-style-type: none"> • Provide specific technical expertise on areas of gender justice, governance and economic justice, and humanitarian advocacy and campaigning; <p>Demonstrable commitment and sensitivity to gender issues, with ability to address gender and women’s rights in the design/ delivery of influencing work; Experience of working in insecure environments and of implementing security policies;</p> <p>Well-developed ability to motivate and persuade at high levels (for organisational change);</p> <p>Excellent inter-personal and collaboration skills, particularly in cross-cultural contexts;</p> <p>Takes an integrated approach when planning own work, is aware of the implications of own decisions on others and aligns thinking to organisational values;</p> <p>Relates well to all kinds of people, acknowledges the contributions people make and demonstrates integrity in dealing with others;</p> <p>Able to respond to changes in work schedules and patterns when necessary with sufficient flexibility and resilience;</p> <p>Demonstrable commitment and sensitivity to gender issues, with ability to address gender and women’s rights in the design/ delivery of influencing work;</p>				
<p>Excellent understanding of power, politics and social change in the context of Pakistan, and broadly in South Asia.</p> <p>Excellent communication and influencing skills, with experience of external representation strategies, lobbying, networking and advocacy</p> <p>Strong analytical and conceptual thinking skills; able to understand highly complex issues and translate them into simple, workable actions and plans</p> <p>Excellent inter-personal and collaboration skills, particularly in cross-cultural contexts with the experience to:</p>				
Resilience		x		
Desirable				

<p>Master's degree in the field of social sciences, media and communication, law or related field</p> <p>Experience of programme management;</p> <p>Understanding and experience of managing diverse partnerships with civil society, private sector, governments and international organisations;</p> <p>Demonstrable budget management skills;</p> <p>Excellent written and verbal communication skills</p>				
---	--	--	--	--

HOW TO FIND OUT MORE ABOUT US

- Find out more about our pay & benefits [here](#). Get a feel of what it is like to work at Oxfam [here](#).
- Look at our 'How to apply' section for helpful tips [here](#).
- Technical glitch? If you have any issues when submitting your application, please contact recruitmentteam@oxfam.org.uk
- We are unable to accept prospective application, but you can sign up for our job alerts [here](#)
- External applicants: <https://jobs.oxfam.org.uk>, Internal applicants: <https://jobs.oxfam.org.uk/internal>
- Find out about everything we do [here](#).

FOLLOW US



Oxfam GB is a Disability Confident Employer. Should you be unable to submit your application online and would prefer an alternative method please contact our recruitment team.

OXFAM LEADERSHIP COMPETENCY FRAMEWORK -

Competencies	Description
Decisiveness	We are comfortable to make transparent decisions and to adapt decision making modes to the context and needs.
Influencing	We have the ability to engage with diverse stakeholders in a way that leads to increased impact for the organization We spot opportunities to influence effectively and where there are no opportunities we have the ability to create them in a respectful and impactful manner.
Humility	We put 'we' before 'me' and place an emphasis on the power of the collective, nurture the team and play to the strengths of each individual. We are not concerned with hierarchical power, and we engage with, trust and value the knowledge and expertise of others across all levels of the organization.
Relationship Building	We understand the importance of building relationship, within and outside the organization. We have the ability to engage with traditional and non-traditional stakeholders in ways that lead to increased impact for the organization.
Listening	We are good listeners who can see where deeper levels of thoughts and tacit assumptions differ. Our messages to others are clear, and consider different preferences.
Mutual Accountability	We can explain our decisions and how we have taken them based on our organizational values. We are ready to be held to account for what we do and how we behave, as we are also holding others to account in a consistent manner.
Agility, Complexity, and Ambiguity	We scan the environment, anticipate changes, are comfortable with lack of clarity and deal with a large number of elements interacting in diverse and unpredictable ways.
Systems Thinking	We view problems as parts of an overall system and in their relation to the whole system, rather than reacting to a specific part, outcome or event in isolation. We focus on cyclical rather than linear cause and effect. By consistently practicing systems thinking we are aware of and manage well unintended consequences of organizational decisions and actions.
Strategic Thinking and Judgment	We use judgment, weighing risk against the imperative to act. We make decisions consistent with organizational strategies and values.
Vision Setting	We have the ability to identify and lead visionary initiatives that are beneficial for our organization and we set high-level direction through a visioning process that engages the organization and diverse external stakeholders.
Self-Awareness	We are able to develop a high degree of self-awareness around our own strengths and weaknesses and our impact on others. Our self-awareness enables us to moderate and self-regulate our behaviors to control and channel our impulses for good purposes.
Enabling	We all work to effectively empower and enable others to deliver the organizations goals through creating conditions of success. We passionately invest in others by developing their careers, not only their skills for the job. We provide freedom; demonstrate belief and trust provide appropriate support. We give more freedom and demonstrate belief and trust, underpinned with appropriate support.