

Job Title: **Advocacy Manager**

Reports to: Executive Director

Directly Supervises: Advocacy Officer

Position Location: Kampala – Uganda

About ICWEA

International Community of Women Living with HIV Eastern Africa Region (ICWEA) whose registered office is on Plot 1106, Kayunga – Ssenge Road, Wakiso District, is a regional NGO with a focus on advocating for women living with HIV. ICWEA operates in 5 East African Countries of Burundi, Kenya, Rwanda, Tanzania and Uganda.

Main Purpose of the Job

To lead the development and execution of a Regional Advocacy Strategy for ICWEA, that derives its mandate from the Regional Strategic Plan & in the context of Sustainable Development Goals

Key Duties and Responsibilities

- Strategizing, planning and implementation of emerging policy and advocacy and coordinate with the wider ICWEA membership & Country Chapters;
- Ensure that the ICWEA membership is informed of changes in the Health landscape through regular meetings and other means of communication;
- Create partnerships and linkages with the wider International, Regional and National Health, HIV and Women Movements;
- Working with the Programme team, support the organisation and country chapters to implement advocacy, monitoring and accountability initiatives at national, regional and global levels;
- Position the organisation to engage in key global platforms and form partnerships with Global, Regional and National Partnerships e.g. the Global Fund, UNAIDS, UN Women, WHO, Stop TB Partnership etc.
- Lead the Research and policy development work;
- Lead the development of comprehensive, clear and innovative advocacy messages to strengthen the advocacy and policy work. These may include but not limited to Policy Briefs, Issues Papers, Best Practices and position Papers;
- Lead ICWEA Secretariat, members and country Chapters to engage in priority conferences and platforms like the IAC, IAS, CSW, AWID, Women Deliver, FP2020, HIVP4R, CROI etc.
- Develop and manage advocacy budgets including quarterly reforecasting and monitoring of income versus expenditure;

- In liaison with the Business Development Department develop and implement fundraising and resource mobilisation strategies geared towards Advocacy, policy and research work;
- Ensure high quality reports clearly communicating process, outcome changes and impact;
- Supported by the M&E Manager, ensure a robust M&E framework for the Regional Advocacy Strategy and effectively implemented, for continuous learning;
- Participate in strategic reviews and planning for the organization;
- Prepare periodic work plans and budgets for the advocacy department;
- Organize events to promote ICW-EA to the public and to stakeholders;
Make periodic reports on the advocacy, public relations and communications activities of ICWEA;

Qualification and Experience

An Honors Bachelor's Degree in Development Studies or Social Work and Social Administration, or Social Sciences or Communications with a certificate in advocacy & communication

A minimum of three (3) years' work experience in programme implementation, advocacy & communication in an NGO setting with experience in working with partner organizations

Special Knowledge/Competencies

- Advocacy, rights and communications
- Global, regional and national policies and legislations relating to HIV&AIDS and gender
- Rights of people living with HIV, with a focus on women and young girls living with HIV
- Practices and trends in HIV&AIDS prevention and care in the region and globally
- Knowledge in gender audit and analysis, policy analysis and Research
- Bi- lingual applicants (English, French and Swahili) will be given priority.

Note: ICWEA is an equal opportunities organisation but this position is ONLY open to Women openly living with HIV.