

αλληλεγγύη

SOLIDARITY  
NOW

This is our common ground

## JOB DESCRIPTION

**Job Title:** Project Officer – Human Trafficking

**Location:** Athens

**Reports to:** Solidarity Now

**Contract Duration:** 6 months (renewable)

**Background on SolidarityNow:** SolidarityNow (SN) was founded in 2013 upon an initiative of the Open Society Foundations (OSF). SN acts as a network of people and organizations working together to alleviate the suffering of those worst affected by the socio-economic crisis. Until now SN has supported and funded over 70 projects around Greece in the areas of legal, medical, psycho-social support, education and culture, job-creation and support to refugees amongst others.

SN's initial areas of intervention started in the wider area of Thessaloniki and Athens through Solidarity Centres, one-stop shops, hosting a variety of civil society organizations, covering services ranging from relief; medical aid, legal and psycho-social support to promotion and protection of human rights, through monitoring and advocacy.

**Purpose of Position:** The project officer will be a part of the Programmes dpt. and will provide targeted assistance to Solidarity Now, with regards to its support and participation in public-private partnerships confronting human trafficking and modern day slavery. The project officer will undertake scientific responsibility of content and will bring substantial work experience in partnership-building and advocacy, in accordance with Solidarity Now's current priorities; the product of regular consultation and cooperation with SN and the Office of the National Rapporteur along with other Greek state and civil society partners, constituting a coordination platform with all members of the national referral mechanism, allowing the mutually alignment of causes and objectives in view of addressing human trafficking collectively in parallel with other associated human rights violations.

Furthermore, (s)he will coordinate and boost SN and partners' efforts in other associated sectors of programing like human rights and gender issues

Trafficking is a multifaceted issue that requires multi-sectoral cooperation and coordination in order to be addressed effectively. Solidarity Now believes the private sector can play a pivotal role by ensuring free-from-slavery supply chains of products and services. Society needs to be brought on board too, as tackling the demand side is another key challenge to combating THB. The demand for cheap labour or sexual services fosters exploitation, thus turning trafficking into an immensely profitable business that cannot be brought down solely by prosecuting the offenders. Human rights and/or sex education is key to promoting respect for human dignity and fundamental freedoms. The purpose of the assignment is to create awareness and report on these issues in view of a clearer understanding of the phenomenon and to effect change at the policy level.

### **Essential Duties and Responsibilities**

The project officer will be integrated into Solidarity Now Programmes Dpt. (S)he will work as a programmes team member under the direct supervision of Solidarity Now Head of Programmes. The project officer will perform the following duties<sup>1</sup>:

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<sup>1</sup> The Employer retains the right to add, amend, or remove duties at any time. In this case, the employee should be notified accordingly and the reasons of change should be also clearly communicated to him/her.

- Contribute to the preparation and organization of communication materials, conferences, workshops and other main or side events under Solidarity Now's strategy in accordance with the principles and actions promoted by the National Rapporteur on Trafficking in Human Beings.
- Build, structure, organize and further develop partnerships with both government authorities and civil society organizations, in order to ensure coordination of actions and deliverables of high quality.
- Offer expert analysis & support in the fields of: trafficking, sexual exploitation and unaccompanied migrant minors' issues and address relevant incoming inquiries.
- Produce relevant reports and analysis as assigned
- Represent Solidarity Now at various events when deemed necessary
- Assist in the preparation of action plans and project proposals
- Participate in the proceedings of the established Consultation Forum of NGOs and assist in drafting memoranda of cooperation and protocols with partner-organizations, currently under development within the framework of the National Referral Mechanism
- Assist with the development of the national database for THB cases and advocate for its establishment
- Cooperate with partners for data collection & analysis
- Prepare an after-event evaluation report in order to assess the impact on awareness raising.
- Provide expert support for any other relevant project/initiative run by SN in the aforementioned fields of expertise as assigned
- Program Development: Scope and vision based strategic programs—for
  - Program/concept proposal: define the broad scope of the program, the purpose, audience, and how it fits in the strategy of the National Rapporteur and Solidarity Now
  - Identify possible projects/acts that will be part of the program
  - Identify potential funding sources for the program as a whole
  - Identify possible strategies for sustainability/multiplier effects, etc.

### Required skills

- University degree (Undergraduate and Postgraduate studies) in Humanities and/or Social Sciences with a specialization in Human Trafficking Issues. In lieu of trafficking-focused education, a combination of a different university degree with hands-on working experience on trafficking issues may be accepted
- Good knowledge of Greek and International civil society sector, NGOs and donors
- Project management experience or previous track record of participation in national/international human rights organizations and projects under a different capacity
- Excellent command of spoken and written Greek and English
- Good interpersonal & communications skills: sound ability to communicate in both written and spoken.
- Well-organized and efficient
- Flexible and creative
- Ability to work under pressure and multitask
- Computer literate: Microsoft word, excel, PowerPoint, outlook
- Experience in the usage of video and radio editing software is an asset
- Experience in the usage of social media tools, computers and office software packages, good knowledge and experience in handling of web-based management systems.

**PLEASE SEND YOUR CURRICULUM VITAE (CV), ALONG WITH A COVER LETTER TO [contact@solidaritynow.org](mailto:contact@solidaritynow.org) BY 27-01-2016**