



Vacancy: Egypt Human Rights Coordinator

Start date: As soon as possible

Location: London

Contract: 4 days per week, fixed term contract for 12 months (with possibility of extension subject to funding)

Salary and benefits: £32,000 (based on £40,000 per annum pro rata), 21 days paid holiday, pension contribution, London co-working space

Background

FairSquare investigates and challenges the causes of human rights abuses, drawing on our expertise in research, communications and advocacy. We work at the nexus of authoritarianism, sport, and labour migration. A non-profit organisation, our funders include Open Society Foundations and Humanity United.

About the Role

Our Egypt Coordinator will focus primarily on our human rights work as it relates to **campaigning around UK/Egypt relations**, a growing area of work for FairSquare. The role will include:

- Strengthening FairSquare's network of key UK-based stakeholders on Egypt, including through the production and dissemination of briefing materials for parliamentarians and the media.
- Management of web and social media channels.
- Organisational support to Egyptian human rights defenders and campaigners.

The postholder will have a strong background of supporting campaign work, with knowledge of the political and human rights context in Egypt as well as the direction of British foreign policy in the Middle East region. They will be confident in working with a variety of stakeholders on human rights and foreign policy, and have excellent administrative and communication skills.

We are a small, hard-working and committed team and aim to collaborate in a positive and open way. The Egypt Coordinator will be integral to maintaining this approach, working closely with consultants and stakeholders across the project.

Location and Travel

The post is located in London, as it will require regular meetings with key stakeholders based there. The post-holder will work from the co-working space in south London for a minimum of two days per week. Occasional international travel will be required to support campaign work.

Main duties and responsibilities

- **Advocacy:** intensifying our engagement with policymakers, parliamentarians, media, and other stakeholders, effectively developing and managing contacts databases. This will involve close working with partner organisations, and is likely to include devising and organising public events.
- **Communications:** drafting effective materials for media and parliamentarians, including briefing notes, letters, and short research papers. Management of websites, social channels, and development of new multimedia materials to provide content for these channels.
- **Organisational support:** working with Egyptian human rights defenders and campaigners when required, to support with scheduling and logistics for advocacy work.

Experience and skills required

- Experience of producing high quality and compelling campaign materials for different audiences.
- Strong written and oral communication skills.
- Confident with social media and websites, able to develop strong content.
- Firm understanding of UK political landscape and institutions.
- Fluent spoken and written English.

Desirable experience and skills

- Spoken and written Arabic.
- Experience of human rights campaigning on Egypt / the Middle East and North Africa.
- Experience providing organisational support to individual campaigners.

Personal qualities required

- Proactive, self-motivated and demonstrates initiative.
- Creative thinker, committed to developing novel approaches to difficult challenges.
- Good team-worker, maintains positive relationships with colleagues and external partners.
- Resilient, manages work well under pressure.
- Experience and ability to work independently or with limited supervision.
- Flexible and pragmatic.

Application process

Please email a CV and short cover letter (no longer than one page) explaining your interest and suitability for the role to recruitment@fairsq.org.

If you have questions about the role, in advance of applying, please email susie@fairsq.org. All shortlisted candidates will have the opportunity, prior to interview, for a short informal call with FairSquare to receive more information about the role and ask questions.

Closing date for applications is Friday 15 September.

Applicants must already have the right to work in the UK: we regret that we are not able to sponsor visas.

Equal opportunity and diversity

FairSquare Projects is committed to equal opportunity and diversity in recruitment and employment. We value the differences that a diverse workforce brings to an organisation. We seek to ensure that no job applicant receives unfavourable treatment on grounds of race, nationality, ethnicity, sex, age, disability,

marital status, sexual orientation, gender identity or gender reassignment, religion or belief. Should you require us to make any reasonable adjustments to the recruitment process due to any disability please let us know.