

Job Title: ADVOCACY AND PARTNERSHIPS OFFICER
Reports to: ADVOCACY AND PARTNERSHIPS MANAGER

Main Functions:

- Develops and implements a legislative advocacy plan for the assigned issues.
- Develops and builds issue champions among PLCPD and non-PLCPD members thru person to person advocacy, provides oral briefings on issues and on movement of bills, and renders efficient technical support and mobilizing legislators in advocacy activities.
- Builds and sustains partnerships with civil society stakeholders, legislative committees, executive agencies and other partners
- Monitors the movement and support for the bills by attending relevant committee and floor deliberations, gathers relevant data including committee composition and copies of bills, participates in technical working groups and conducts quick political mapping on the issue.
- Organizes key advocacy activities aimed at generating support for the passage of assigned priority bills.
- Develops advocacy messages for his/ her assigned issue thru the writing of press releases, writing position papers, participating in defining research objectives and drafting policy memos for members.
- Contributes to the conceptualization and writing of program and project proposals as well as other fundraising endeavors to ensure sustainability of the unit.
- Contributes articles, etc. to institutional publications.
- Takes the lead in developing and implementing media campaign for all assigned priority issues/bills and monitors news from print and broadcast media for possible tit for tat opportunities for each issue.
- Takes a major role in building and developing ‘media champions’ on population and human development among PLCPD members thru regular feedback of media pulse on PLCPD Legislative Agenda and advocacy actions, person-to-person advocacy, provision of media briefing kits and networking with media officers.
- Serves as the lead organizer of media events to amplify population and human development issues at the national level.
- Writes press releases and media statements based on the campaign / advocacy need and participates in media interviews and guestings.
- Represents the organization or acts as a resource person in various meetings and forums relevant to the assigned issue as delegated by the Manager.
- Provides timely and accurate reports to the Manager regarding the status and performance of programs and activities and performs other functions (including institutional activities) delegated by the Manager

JOB SPECIFICATIONS:

College degree

- College degree on either political science, communication arts, or any social science course
- At least two (2) years experience in legislative and policy advocacy work
- Outstanding interpersonal and networking skills demonstrated by the ability to develop strong and effective relations with PLCPD members, legislators, congressional Secretariat and staff and partners in the Government, academe, private sector and civil society
- Excellent and effective team player with a strong results orientation, a high degree of adaptability and practicality, yet also able to work independently and with minimum supervision
- Excellent written and verbal communication skills, together with an ability to think strategically
- Proficient computer skills as well as excellent written and verbal skills in English and Filipino