

in collaboration with :



Beyond 2015 Regional Coordinator ToR

Beyond 2015 is a global civil society campaign, pushing for a strong and legitimate successor framework to the Millennium Development Goals.

The campaign is built on a diverse, global base. It ranges from small community based organisations to international NGOs, academics and trade unions. A founding principle of the campaign is that it is partnership between civil society organisations from the 'North' and the 'South' – bringing together groups from developing, emerging and developed economies.

Whilst participating organisations have a range of views regarding the content of a post-2015 framework, **Beyond 2015** unites in campaigning for the following outcome:

- a) A global overarching cross-thematic framework succeeds the Millennium Development Goals, reflecting Beyond 2015's policy positions.
- b) The process of developing this framework is participatory, inclusive and responsive to voices of those directly affected by poverty and injustice.

The current project will ensure that the gaps in coordination within Beyond 2015 are filled for the remainder of the campaign, and that participating organisations will be supported to make a meaningful and sustained contribution to the national, regional and global decision making process for the post-2015 agenda. This will be done in collaboration with key partners: Participate, IFP and CAN international.

Part 1: Job Profile

1.1 MAIN PURPOSE OF JOB

- To coordinate **Beyond 2015's** and partners regional advocacy within the joint project, to ensure effective and coordinated advocacy work across the countries prioritised in the project and to ensure all organisations participating in **Beyond 2015** in the region are able to fully participate in the campaign.

1.2 SCOPE OF JOB

- Responsible for organising and supporting a regional coordination group
- Responsible for information exchange and analysis within the region
- Responsible for outreach and communication within the region, specifically with participating organizations of **Beyond 2015** and of other partners involved in the joint project
- Responsible for ongoing regional coordination of participating organisations of **Beyond 2015** and of other partners involved in the joint project, with a specific focus on the lead agencies within priority countries.
- Responsible for creating and coordinating political dialogue on the post-2015 agenda with

- relevant regional decision making bodies
- Responsible for participating in inter-regional exchange

Part 2: DUTIES AND RESPONSIBILITIES

2.1 Regional coordination group

20%

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- To develop, support and maintain a Regional **Beyond 2015** coordination group. This includes organising meetings, events and conference calls, developing collective content positions and supporting collective advocacy work towards the relevant regional target.

2.2 Outreach and Communication

35%

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- Monitor the discussion on the post-2015 development agenda at regional level and provide information to **Beyond 2015** participating organisations and partners, as well as fortnightly updates to the **Beyond 2015 International Secretariat on** progress at the regional level
 - Encourage CSOs in the region to take active part in the discussions on the post-2015 development agenda and encourage them to officially join the **Beyond 2015** campaign
 - Participate in weekly conference calls with **Beyond 2015** and IFP to share information and planning
 - Actively participate in regional conferences, meetings, workshops, trainings on the post-2015 development agenda
 - Use outcomes from the national deliberations and advocacy activities to inform the global and regional discussions on the post-2015 agenda, including providing political intelligence from the national level.
 - Ensure that lead agencies and all organisations participating in **Beyond 2015** and key partners in the region are aware of **Beyond 2015** and of the key messages coming out of the participatory research (the Participate Initiative)
 - Contribute to creation of content for www.beyond2015.org and provide content for any other communication channel as appropriate (updates to the campaign, newsletters of other organisations, web sites etc.)
 - Ensure regional participation in the **Beyond 2015** 'Lead with the Leaders' webinar series and other outreach opportunities

2.3 Regional coordination

20%

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- Provide relevant information and updates to regional members of **Beyond 2015**, especially national hubs and those organising national advocacy campaigns.
 - Serve as a reference person in the region for **Beyond 2015** participating organisations and partners (CAN International, IFP and Participate)
 - Make global tools and communications regionally relevant (for example, adapting toolkits and template press releases, etc.)
 - To coordinate regional conversations among **Beyond 2015** and partners about post-2015 process, which can include managing list serves, arranging teleconferences, and providing administrative support, such as minute taking and agenda setting. One regional specific list serve should contain all the lead agencies at the national level and another containing all of the organisations participating in the campaign from that region. These list serves should be used for regional specific information sharing on the post-2015 agenda. This will need coordination with the **Beyond 2015** link and **Beyond 2015** International Officer.
 - When opportunities arise for regional participation in global advocacy opportunities, coordinate the selection of the regional representatives and ensure they are well briefed.

2.3 Political Dialogue

20%

- Proactively develop and maintain relationships with relevant people in decision making bodies at the regional level in relation to the post-2015 framework
- Organise and coordinate opportunities for political dialogue between participating organisations in **Beyond 2015** and decision making bodies at the regional level
- Manage the funds available for these political dialogues
- Coordinate content messages and strategies for these meetings
- Coordinate regional strategies to influence these decision making bodies

2.3 Inter-regional exchange

5%

- Work with other Regional Coordinators to ensure that colleagues at the national level are able to share their experiences with colleagues at the national level in other regions. This may involve sharing written updates or organising teleconferences.

Part 3: ACCOUNTABILITY

The **Beyond 2015** Regional Coordinators will be accountable to:

- To whichever organisation is acting as the legal employer of the specific Regional Coordinator (Africa XXXX Asia XXXX, Europe Concord, Latin America MESA, South Pacific PIANGO)
- To the **Beyond 2015** link in the International Forum of National NGO Platforms, who will support all of the Regional Coordinators
- Performance of the Regional Coordinators will be reviewed by the line manager in the legal employer of the Regional Coordinator alongside appropriate representation from the International Forum of National NGO Platforms

3. Key relationships

- **Beyond 2015** IFP link
- **Beyond 2015** International Officer
- **Beyond 2015** Advocacy Coordinator
- **Beyond 2015** lead agencies at the national level
- **Beyond 2015** CAN International link
- **Beyond 2015** Participate link

Candidate profile

Successful candidates for this post will respond as much as possible to the following profile:

Knowledge

- Good knowledge of web-based and e-mail communication options

Experience

- Experience of working in civil society organisations and networks throughout the region

Abilities & aptitudes

- Strong interpersonal skills and the ability to work effectively with people across cultures and levels of seniority
- Ability to work effectively in a small team
- Proactivity, flexibility, ability to plan and implement own work and decide when to consult or seek advice
- Excellent writing and oral communication in English, and good communication in French and Spanish
- Understanding of, and commitment to, equal opportunities