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| **JOB TITLE:** Senior Policy andLegal Advisor – Accountability for grave violations affecting children | | |
| **TEAM/PROGRAMME:**  One Humanitarian Team | **LOCATION:** Centre - London, UK or any existing Save the Children International Regional or Country office worldwide | |
| **GRADE**: C, Mid-Senior Level | **Type of Contract:**  1 year contract | |
| **CHILD SAFEGUARDING:**  Level 3 - a Disclosure and Barring Service (DBS) previously CRB check (enhanced level) or equivalent overseas vetting will be required as the responsibilities of the post require that you have contact with children and young people either frequently (once a week or more) or intensively (four days in one month or more or overnight) | | |
| **ROLE PURPOSE:**  Since its Centenary anniversary, Save the Children has significantly developed its advocacy and programmatic approach towards the fight against impunity and accountability for grave violations affecting children in situations of armed conflict. This area of work is both innovative and sensitive. It requires specific expertise in relevant international legal frameworks and instruments, notably international criminal law, international human rights law, international humanitarian law and international, continental, regional and national accountability mechanisms.  Following the **prioritisation of accountability** by the Global Strategy 2022-24 and the associated Policy, Advocacy & Campaign Ambition, the Humanitarian Policy, Advocacy and Campaigns Technical Leadership Group (TLG) affirmed the continuation of awork stream on accountability to ensure the delivery of the relevant objectives and indicators within humanitarian settings. This builds from a strong foundation of work on accountability that most recently was prioritised under the Protecting Children in Conflict (PCIC) centenary commitment and Stop the War on Children campaign, at country, regional and global levels.  The Policy and Legal Advisor is part of the One Humanitarian Team and will contribute to the development of our work on accountability. The post will report to the Senior Programme Manager-Accountability lead, participate in the Accountability working group and support the implementation of some of the activities as designed in the programme approach.  The role will contribute to provide legal advice and develop policy positions and discussion papers on issues related to our accountability work, ensuring that the organisation contributes to the strategic debates in the sector and positions itself to remain fit for purpose. | | |
| **SCOPE OF ROLE:**  **Reports to:** Senior Programme Manager-Accountability Lead SCI and Advocacy Director SCNL  **Staff directly reporting to this post:** None  **Budget Responsibilities:** No  **Key Relationships:** Humanitarian Advocacy Working Group; Accountability working group; Humanitarian Department, Regional and Country Offices and SCI Legal team. | | |
| **KEY AREAS OF ACCOUNTABILITY:**  This role contributes to building Save the Children’s position and profile on accountability-related issues.  **Policy and legal analysis**   * Taking the lead in developing legal analysis and guidance on accountability-related issues as required, in support of the Accountability Working Group and Country Offices; * Pro-active undertaking of research on specific legal issues to inform present and future policy guidance; * Playing a key role in identifying strategic opportunities for influencing externally and internally by monitoring complex global and regional trends and policy debates; * Managing strategic and technical engagement towards the International Criminal Court and other stakeholders, * Playing a key role as strategic advisor by the contribution to and the production of briefs, positions and other policy and analysis materials in support of the accountability track of work; * Coordinating with country offices to provide the right support for them to develop legal analysis and inform policy positions; * Pro-active liaising with SCNL and SCI staff by ensuring regular updates to internal online platforms (OneNet, Workplace, email distribution lists, etc.) with relevant information about our work on accountability. Support external communication activities as required; * Pro-active participation in team meetings and departmental meetings and active participation in processes arising from these.   **Deliverables**   * Develop a guidance note in collaboration with COs building on lessons learnt and best practice on how to engage with accountability mechanisms as part of Save the Children’s approach to centrality of protection * Develop policy positions on engagement with key international or regional accountability mechanisms | | |
| **SKILLS AND BEHAVIOURS (SCI Values in Practice**)  **Accountability:**   * Holds self-accountable for making decisions, managing resources efficiently, achieving results together with children and role modelling Save the Children values * Holds the team and partners accountable to deliver on their responsibilities – giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance, and applying appropriate consequences when results are not achieved * Creates a managerial environment in-country to lead, enable and maintain our culture of child safeguarding   **Ambition:**   * Sets ambitious and challenging goals for self and team, takes responsibility for own personal development, and encourages team to do the same * Widely shares personal vision for Save the Children, engages and motivates others * Future oriented, thinks strategically and on a global scale   **Collaboration:**   * Builds and maintains effective relationships, with own team, colleagues, members, donors, and partners * Values diversity, sees it as a source of competitive strength * Approachable, good listener, easy to talk to   **Creativity:**   * Develops and encourages new and innovative solutions * Willing to take disciplined risks   **Integrity:**   * Honest, encourages openness and transparency * Always acts in the best interests of children | | |
| **QUALIFICATIONS**   * Master Degree preferably in international law, political science, international relations or other related disciplines. | | |
| **EXPERIENCE AND SKILLS**   * Excellent knowledge of International Criminal Law, International Human Rights and International Humanitarian Law and issues related to accountability and fight against impunity. Strong knowledge of children’s rights is desirable; * Excellent knowledge of the institutional and legal framework governing international judicial and non-judicial accountability mechanisms; * Strong analytical skills, and an ability to distil large amounts of information and communicate it effectively; * Minimum 5 years of related experience, including in the NGO sector; * Track record of developing and influencing policy; * Significant ability to produce high-quality policy documents (briefs, key messages, guides, etc.) with short deadlines; * Attention to detail and ability to follow tasks and ideas through to completion; * Strong analytical and creative problem-solving skills to tackle complex problems; * Able to operate effectively and flexibly within an evolving portfolio of work; * Excellent interpersonal skills, able to communicate with colleagues in a dispersed, creative and multicultural professional environment; * Strong organisation skills, with a proven ability to manage multiple priorities and deadlines; * Self-motivated and able to take initiative, working with limited supervision * Ability to maintain high attention to detail in pressurised environments. * Ability to work on own initiative with a ‘can do' attitude. * Fluency in English; other languages desirable * Commitment to the values and principles of Save the Children | | |
| **Additional job responsibilities**  The job duties and responsibilities as set out above are not exhaustive and the post holder may be required to carry out additional duties within reasonableness of their level of skills and experience. | | |
| **Equal Opportunities**  The post holder is required to carry out the duties in accordance with the SCI Equal Opportunities and Diversity policies and procedures. | | |
| **Health and Safety**  The post holder is required to carry out the duties in accordance with SCI Health and Safety policies and procedures. | | |
| **JD written by: Aurélie Lamazière** | | **Date: 07/07/2022** |
| **JD agreed by: HR SCNL** | | **Date: 08/11/2022** |
| **Job Description updated By:** | | **Date:** |
| **Evaluated:** | | **Date:** |