



## The GLOBAL ALLIANCE for TAX JUSTICE IS HIRING

**Position:**

**CAMPAIGNS and POLICY STAFF based in ASIA**

- *The Global Alliance for Tax Justice is working to create a world where fair and transparent tax policies counteract inequalities within and between nations and generate the public funding needed to ensure human rights, including the rights of women and vulnerable groups, a healthy and sustainable environment, strong social protection floors and quality public services for the common good of all. The Global Alliance for Tax Justice is south-led and directed by its five autonomous regional tax justice networks, and works in coalition with trade unions, NGOs and other civil society groups.*

**The Global Alliance for Tax Justice is looking to hire a Campaigns and Policy Staff based in Asia on contract for a one-year period. For Information Please see below:**

**Deadline for Applications:** Extended to June 4, 2018

**Please send your CV with photo to:** Claudette Arboleda [Claudette.arboleda@gmail.com](mailto:Claudette.arboleda@gmail.com)

**Please be ready to be interviewed by an International Hiring Committee.**

**Salary Range:** Euros 1800 to 2200 inclusive of all benefits

### **ROLE and RESPONSIBILITIES**

The Campaigns and Policy Staff will be based in Asia and will be part of the GATJ Global Secretariat. She/he will work under the guidance of the Global Coordinator and the GATJ Coordination Committee (CC). The job responsibilities will involve implementation of policy work and campaign activities as part of GATJ's international campaign and policy advocacy program and based on the GATJ Strategy Framework. The responsibilities include the following:

1. Attend CC and Global GATJ Secretariat meetings
2. Contribute to further development and implementation of the *Multinationals, pay your share!* Campaign, with emphasis on:
  - a. Developing analysis and policy positions on assigned themes and issues (to be defined, based on the profile of the successful candidate and programmatic considerations);
  - b. Undertake research and writing of draft policy papers, briefs, discussion notes, primers
  - c. Developing ideas and proposals for advocacy and campaign activities on these issues;
  - d. Identifying emerging issues and new opportunities for long-term work;
  - e. Implementing activities based on the programs and plans adopted by the CC, including taking on key coordination roles, organizing activities and meetings, and taking on some of the logistical work related to these activities
  - f. Facilitate and supporting the convening and functioning of global working groups on the assigned themes and issues, including surveying resources available to hold issue-specific

- conferences to bring people together and elaborate our policy positions and plans for achieving our goals;
- g. Supporting our representatives to engage with decision-makers in key international forums such as the UN FfD, UN General Assembly resolution processes and regional bodies in Asia;
  - h. Representing GATJ and its adopted policy positions to external actors, including diverse justice movements (trade unions, human rights, gender, environment etc.).
  - i. Prepare reports, news articles on GATJ activities that staff was involved in organizing,
  - j. Helping with fundraising and reporting on grants.
3. Facilitate and strengthen the links between regional (Asian) policy and campaign work and the global policy and campaign work, including:
    - a. Facilitate communications between GATJ global secretariat and TAFJA secretariat in the course of developing policy proposals and proposed activities, and in the course of promoting and disseminating the policy positions, and implementing the activities;
    - b. Share information on GATJ's global agenda, policy positions and campaigns across the region, ensuring TAFJA members and partners are informed about GATJ activities and up to date with policy development processes;
  4. Work closely with TAFJA leadership and network to help strengthen TAFJA network and tax justice work in Asia -- more specifically by:
    - a. Contributing to policy development and advocacy work in the Asia region related to the global priorities and assigned issues;
    - b. Helping organize of core and special events such as annual trainings, strategy events, general assemblies, webinars etc.
  5. Build strong internal relationships and trust (with GATJ-CC, GATJ Secretariat members, GATJ regional members, working groups and other platforms GATJ is involved in) to facilitate ways of working in a globally networked organization that enable policy and advocacy initiatives to thrive and produce significant impact;
  6. Contribute to strengthening key external relationships with committed partners and other international NGOs, allies and CSO platforms acting globally, with UN bodies, other global, bilateral and multilateral development agencies, and funders.

#### **ROLE REQUIREMENTS**

- Extensive experience, knowledge and capacity in policy analysis and tax /economic justice campaigning and policy advocacy at a senior level;
- Ability to diplomatically support the work of regional member networks and contribute to crucial campaigns to challenge corporate power and promote tax justice.
- Ability and discipline to respond and adapt quickly to processes and structures involving a complex geographic, socio-economic and cultural diversity;
- Strong facilitation skills, and the ability to steer the process of developing new policy positions and campaign strategies in close cooperation with members and allies;
- Strong organizational skills and experience with organisational development; Able to provide policy support to the GATJ CC and coordinate the strategic development of the organization;
- Strong language skills -- highly proficient in English and fluency in at least one Asian language