



Position
**Community Resource Exchange
Regional Facilitator for Latin America**

Start Date: As soon as possible, ideally in or around March 2024

Application due: The final deadline is January 31, 2024 (*but we aim to review applications as we receive them*).

Time: Full-time (40 hours/week) **or part-time** (minimum 32 hours or 4 days/week)

Status: Contractor

Compensation: US\$ 30,000 to 36,000 per year assuming full time basis (subject to location and experience, and can be prorated based on contractual working hours). We also have a paid time off policy including vacation, holidays, sick leave etc., and cover agreed costs related to office expenses, travel, etc.

Location: Anywhere in Latin America where the applicant has the right to work. Remote with the possibility of being hosted by a Coalition member or partner organization.

About the Coalition for Human Rights in Development

The Coalition for Human Rights in Development is a global coalition of social movements, civil society organizations, and grassroots groups working together to ensure that development is community-led and respects, protects, and fulfills human rights. We work with members and partners to ensure communities have information, power and resources to determine their own development, and to hold development finance institutions, governments, and other actors accountable to peoples and the planet. Our work includes collaborating with communities and human rights defenders, and supporting them on their campaigns at local, national, regional and international levels.

About the Community Resource Exchange (CRE) pilot

The Community Resource Exchange (CRE) is a system to facilitate collaborations and co-develop strategies with and among communities defending their rights in the context of international investments and development projects. It works at the direction of communities and their partners, to coordinate:

- Linkages with potential allies and collaborators
- Exchange of information and resources
- Cross-learning among communities leading similar struggles
- Access to financial assistance, including through regular calls for applications

For more information, please see: <https://rightsindevelopment.org/collective-work/cre>

About the position

We are seeking a Regional Facilitator for Latin America for the Community Resource Exchange, who serves as a key focal point for the CRE within the region. You must be from the region and based in one of the countries in the region. You will take initiative to enable collaborations with grassroots communities and their allies to advance development justice.

The ideal candidate will be empathetic, patient, strategic, and extremely well organized, with a commitment to community-led struggles for human rights and dignity.

You will serve as part of our international secretariat, and report to the CRE Coordinator who is based in the Philippines. Our team is international and works across several time zones. We have flexible working hours, but you are likely to have early morning meetings, at least once a week on Tuesdays. And you may also need to work late evenings sometimes.

We strongly encourage women, Indigenous Peoples, LGBTQIA+ individuals, people with disabilities, and all other qualified persons to apply for this position.

Responsibilities

- Conducting outreach to communities and their allies to increase participation in CRE; Identify and build relationships with local, national, regional, and international organizations and networks who want to work with communities, and add them to our database.
- Receive and facilitate community requests for support (information, collaboration, financial support, peer-to-peer exchanges); work with colleagues across the region to screen, evaluate, and prioritize requests based on agreed upon criteria.
- Work with communities and their partners to identify which strategies they want to advance, and then facilitate linkages to potential allies who can provide the relevant skills, tools and resources; regularly update the case management database.
- Develop a deep understanding of regional and national contexts for communities, social movements and civil society.
- Help improve data management, tracking and communications processes and systems to ensure the effectiveness and systematization of CRE operations.
- Facilitate peer-to-peer community exchanges and workshops through with experts to build capacities and inspire solidarity, mutual support and collective action
- When asked, advise communities on strategic direction and advocacy options, especially drawing on follow-the-money research, community-led research, and other evidence based methodologies.
- Coordinate and work with the CRE Latin America Regional Working Group to review and award small grant funding to support community struggles and collaborations.

- Facilitate Memorandums of Understanding (MOUs) with community groups in coordination with the Coalition's Admin Coordinator
- Monitor cases with communities and their allies, adjusting strategies as the community's needs evolve.
- Support community groups and their allies to access alternative fundings (coordinating with small fund partners, reviewing proposals, sending bank information and reports, especially if communities have writing limitations in English).
- Seek feedback about the CRE, and support ongoing monitoring and evaluation, drawing out lessons learned and making recommendations for any necessary changes.
- Support the Coalition secretariat to document and report on CRE activities to funders and other key actors.
- Work with other regional staff of the Coalition to link CRE communities with broader efforts for policy and systems change.

Required Qualifications:

- Strong familiarity with the regional context, with established relationships with social movements and civil society groups.
- Commitment to missions of the CRE and the Coalition, especially social justice, community self-determination and human rights.
- Significant experience collaborating with communities and supporting community-led processes.
- Experience coordinating and advancing collective work.
- Well organized, and strong attention to detail.
- Strategic thinking and problem-solving ability.
- Flexibility, adaptability and willingness to find solutions.
- Strong interpersonal communication and coordination abilities, with respectful, collaborative style.
- Ability to work in diverse cultural contexts; sensitive to dynamics of discrimination and power differentials.
- Professional fluency in Spanish and English.
- Ability to travel internationally about 2 to 4 times a year.
- Experience working online remotely with colleagues in other countries.
- Comfortable using computers and technology.
- Sense of humor and empathy.

Preferred Qualifications:

- Experience working with communities resisting international development and investment activities.
- Experience in one or more of the CRE's strategies, which include: Advocacy, Media and Campaigning, Financial Research & Power-Mapping, Security Support for Human Rights Defenders, Courts and Access to Remedy, Scientific and Technical Analysis, and Community Organising.
- Familiarity with development or investment-related human rights issues, struggles, and

actors.

- Professional proficiency in Portuguese is an advantage (written and spoken).

To Apply

Please upload a cover letter and resume in English, as well as two work samples (e.g. an action alert, blog, or report) to <https://rightsinddevelopment.org/employment-application/>.

Please note the following:

1. One work sample must be in English and the other must be in Spanish.
2. Your cover letter should be tailored and explains why our mission calls to you and why this particular role is a fit.
3. In the first paragraph of your cover letter, please include the city in which you would want to be based, and whether you would prefer to work full-time or part-time.

Due to the volume of candidates anticipated and size of our organization, we regret that only shortlisted candidates will be contacted regarding further steps in the application process.