

# Job Description

## Policy Officer

### Displacement from Ukraine

## **JOB TITLE AND LINE MANAGEMENT**

Policy Officer – Displacement from Ukraine

Reports to the Head of Advocacy

## **BACKGROUND INFORMATION**

The European Council on Refugees and Exiles (ECRE) is a pan-European alliance of 105 NGOs. ECRE's mission is to protect and advance the rights of refugees, asylum-seekers and other forcibly displaced persons in Europe and in Europe's external policies.

ECRE's advocacy team seeks to influence government policy and practice affecting refugee rights in Europe as well as European external action that impacts refugee rights outside Europe. It targets policy-makers in Brussels and in Member State capitals with tailored analysis and recommendations for change. ECRE focuses on both developing alternatives to the status quo and on countering proposals which do not respect the rights of refugees. ECRE promotes the inclusion of refugee advocates and refugee-led organisations in all of its advocacy through their direct participation in workshops and events, as partners in ECRE activities, through their contribution to the development of ECRE's policy positions as members of ECRE and as staff members.

## **DURATION**

1 year with the possibility of renewal

## **LOCATION**

Brussels, Belgium (non-negotiable, all ECRE staff positions are based in Brussels)

## **JOB PURPOSE**

To develop and lead ECRE's advocacy on the EU's response to displacement from Ukraine. This includes analysing the implementation of the Temporary Protection Directive (TPD), following policy developments, identifying opportunities to influence policy, develop ECRE's position and targeted recommendations, updating and involving members and facilitating the involvement of Ukrainian diaspora and refugee led organisations in ECRE's advocacy work.

## **KEY RESPONSIBILITIES**

### *1. Policy & Advocacy*

- Monitor the implementation of the Decision on Temporary Protection Directive (TPD) and equivalent protection statuses in Europe in coordination with the Asylum Information Database (AIDA) and identify good practice, gaps and challenges
- Identify opportunities to influence policy debates and decision-making processes at EU level in relation to TPD implementation and develop adequate advocacy responses in cooperation with ECRE members and wider civil society actors including Ukrainian diaspora and Ukrainian-led organisations
- Analyse EU to support Member States' responses to displacement from Ukraine focusing on funding provided, support to inclusion and deployment of agencies and develop targeted recommendations for change
- Identify and liaise with relevant EU policy-makers
- Present ECRE's position in advocacy meetings, roundtables and conferences.

### *2. Working with members and refugee advocates*

- Update members on EU policy developments related to Ukraine regularly via briefings, emails and working group meetings
- Discuss and lead on cooperative advocacy approaches in relevant policy area
- Prepare and negotiate common positions among ECRE members
- Identify opportunities for involvement of Ukrainian advocates, diaspora and refugee led organisations in ECRE's advocacy work
- Engage with Ukrainian diaspora and refugee led organisations to facilitate their access to EU policy debates

3. *Other*

- Work with colleagues from the litigation, advocacy and communications team to ensure that ECRE's advocacy on displacement from Ukraine is strategic (contributes to meeting pre-defined objectives), effective (influences law, policy and practice) and collective (involves working with ECRE members)
- Contribute to ECRE's communication activities, including by drafting articles to the Weekly Bulletin
- Support the work of the ECRE and particularly the advocacy team with other tasks as agreed with the line manager.

## PERSON SPECIFICATION

### Experience

- Professional experience in working on asylum, inclusion or migration at local, national or EU level

### Education

- University degree in law, political sciences or social sciences
- Proven knowledge of and interest in international and EU asylum and migration law or policy

### Languages

- Excellent written and spoken English
- Fluency in other languages is highly desirable, especially Ukrainian or Russian
- Working knowledge of French is an asset

### Essential Abilities & Personal Qualities

- Strong analytical skills
- Ability to work independently, as part of a team and to multitask
- Efficient organisational and administrative skills
- Excellent writing skills
- Good interpersonal skills

### Terms and Conditions

Fixed-term contract for 12 months from starting date with the possibility of renewal.

Salary range: EUR 2335 to 2865 (paid 13.92 times per year, including holiday pay and bonus), pension and health insurance, transport and meal vouchers (cEUR200 per month additional benefits). Staff begin towards the lower end of the scale.

The position is based in Brussels. ECRE's work regime is based on presence in its office; however, staff may work from home up to 2 days per week (with no obligation to do so).

Starting date: July 2022

## **EQUAL OPPORTUNITY STATEMENT**

ECRE is committed to diversity in its staffing. It strongly encourages candidates with a refugee background (self-defined) to apply and, all other factors being equal, gives preference to candidates belonging to groups under-represented in staffing.

ECRE aims to ensure that no prospective or actual employee is discriminated against on the basis of race, sex, nationality, marital status, sexual orientation, employment status, class, disability, age, religious belief or political persuasion.

Persons with a refugee background are strongly encouraged to apply for all positions at ECRE. It is a strategic priority to include people with a refugee background in all of ECRE's work.

## **APPLICATION PROCESS**

Interested candidates should send their CV (maximum two pages) and a cover letter (maximum 2 pages) explaining why you are qualified for the position and the date you are available to start work to Josephine Liebl (jliebl@ecre.org) stating "Policy Officer Ukraine" in the subject heading.

Applications will be reviewed on a rolling basis.

Only successful candidates will be contacted for an interview.