Franciscans International
A voice at the United Nations

Franciscans International (FI) is seeking candidates for the position of

ADVOCACY OFFICER – AMERICAS

Overview of the position

Title: Advocacy Officer
Location: Geneva, Switzerland
Reports to: International Advocacy Director (IAD)
Contract: 80%, permanent position
Start date: 1 February 2027, depending on availability

Position summary:

The Advocacy Officer (AO) supports and implements advocacy strategies related to the Americas region (50%) and provides general support to activities led by the International Advocacy Director (30%):

- Within the Americas program, the Advocacy Officer works with partner organizations and networks – particularly members of the Franciscan Family – at the country, regional, and international levels to coordinate and implement a regional advocacy strategy and related activities. The AO identifies key human rights issues within the region and opportunities to address these at the United Nations (UN). The AO also gathers and processes relevant information and facts related to the region.

- The AO provides general support to the implementation of advocacy strategies and activities led by the International Advocacy Director.

The AO acts under the supervision of, and in cooperation with, the IAD and operates in compliance with FI's vision and mission.

About Franciscans International

Franciscans International is an international non-governmental organization, with general consultative status at the United Nations, working for the promotion and protection of human rights. Since its establishment in 1989, FI has used advocacy as a tool to address human rights abuses. From its offices in Geneva and New York, FI relies on the expertise and first-hand information of a large network of partners. We work together with and on behalf of Franciscan orders and congregations, as well as with grassroots movements and other civil society organizations to advocate for structural changes addressing the root causes of injustice.

MAIN RESPONSIBILITIES

- **Planning, management and monitoring results:** Under the supervision of the IAD, implement FI's advocacy strategy and related activities in the Americas region.
- **Coordination and networking**: Coordinate with local partners on advocacy activities through facilitation of meetings, technical support, and mobilization. Participate in relevant regional meetings as needed. Ensure consultation of key constituencies to support FI's work in specific countries and at the international level. Maintain and develop strategic contacts with Franciscans, non-governmental organizations (NGOs), UN agencies, diplomats, and other relevant partners.
- **UN advocacy work:** Address regional and/or country-specific concerns at UN level. Actively participate in relevant UN meetings and debates. Organize and coordinate advocacy work at the UN, including lobby meetings, awareness-raising events, and statements. Invite, organize, assist, and accompany local partners to take part in this work. Maintain and deepen networks and coalitions at international level for joint advocacy purposes.
- **UN reporting and research**: Gather information through communication and coordination with partners. Draft and edit reports, briefings, and other advocacy and awareness-raising materials. Monitor and/or analyze developments concerning human rights issues relevant to FI's advocacy strategy in the region. Translate information received from national partners into recommendations to UN human rights mechanisms.
- **Capacity building:** Implement capacity building activities and training programs for national partners on human rights advocacy. Coordinate and organize workshops and consultations with partners and other stakeholders in the region.
- **Supervision:** Assist in the supervision of consultants, provide oversight, and take responsibility for delegated assignments.
- **Coordination with colleagues:** Work with fundraising, project management, finance and communications team members. Perform all necessary administrative tasks.
- **Support to IAD:** Assist with reporting on FI advocacy activities. Research and draft advocacy documents. Any other activities, including administrative tasks, required to assist the IAD in the implementation of FI's overall advocacy strategy.

CANDIDATE PROFILE

Experience and qualifications

- Advanced degree in law, international human rights law, international relations, development, or a related field.
- 1-3 years of relevant international human rights experience. Familiarity with UN human rights mechanisms, in particular the Human Rights Council and Treaty Bodies, is strongly desired. Experience working with NGOs is considered an asset.
- Solid knowledge of the international human rights system, law, and policies. A sound understanding of the political context in which human rights advocacy processes take place.
- Familiarity with human rights dynamics and trends in the Americas region, including related to human mobility.
- Previous experience working with partners or organizations at the grassroots level is considered an asset.

Skills and other requirements

- Ability to effectively engage – including publicly – a wide range of audiences (diplomats, UN experts, affected communities, Franciscans, faith-leaders, and human rights defenders).
- Attention to detail and a strong commitment to achieving expected results.
- Ability to prioritize assignments and implement advocacy, fact-finding and capacity-building activities as well as monitor their impact.
- Strong interpersonal and diplomatic skills. The ability to work in a diverse team, support colleagues, and work with minimal supervision at times.
- Proficiency in oral and written English and Spanish is essential. Knowledge of other relevant regional languages, especially Portuguese, is considered as a strong asset.
- Availability to travel if needed, including to the Americas region.
- Strong commitment to human rights, social issues, and environmental justice.

FI OFFERS

- Experience in a professional human rights advocacy organization, with strong connections at the grassroots; and
- The ability to grow and develop in a junior position;
- A weekly working time of 32 hours (80%), 20 days of annual leave, travel insurance, and a salary commensurate with experience.

HOW TO APPLY

Deadline for application: 25 December 2026

Applications should be sent in English by email to Mr. Budi Tjahjono at b.tjahjono@franciscansinternational.org specifying "Advocacy Officer" in the subject line.

Applications should include the following documents:

- A Curriculum Vitae;
- A 1-page letter of motivation;
- 2 references with contact details – email, phone number, and relation; and
- Confirmation that you have a valid Swiss work permit or are eligible to obtain one.

Please note that, due to the holiday period, shortlisted candidates will be contacted by 6 January 2027. First-round interviews will be conducted between 11 and 15 January 2027. The successful candidate should start on 1 February 2027, or as soon as possible, depending on availability.

Franciscans International is an equal opportunity employer. All interested candidates matching the requirements are welcome to apply whatever their origin, gender, age, sexual orientation, or belief. We thank all those who apply. Incomplete applications will not be reviewed. We apologize that only shortlisted candidates will be contacted.