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Business & Human Rights Resource Centre

An independent non-profit international organisation

JOB ANNOUNCEMENT

Programme Manager: Corporate Legal Accountability

Business & Human Rights Resource Centre

Business & Human Rights Resource Centre, a high-impact, global organization serving advocates around the world in the innovative field of business & human rights, is seeking a Programme Manager for its Corporate Legal Accountability (CLA) work, reporting to a director on the Senior Management Team. The successful candidate will be based in London, New York, or Washington DC.

Based in: New York, Washington DC, or London

Reports to: Senior Management Team member

Salary: $55,000-65,000; £37,000-44,000 per year (commensurate with experience) plus 5% pension contribution and standard health benefits

Closing date for applications: 1 September 2017

Interview date: interviews will be arranged for 11-12 September 2017 (Candidates should be available during this time in case they are short-listed for interview.)

Applicants must have:

- demonstrable commitment to human rights and/or social justice
- experience, expertise and/or education in legal aspects of human rights and/or social justice
- excellent English-language skills

To apply: Download and complete the application form from our website, and send it by email to Anna Liberadzki: liberadzki@business-humanrights.org. The application form is required; we cannot accept CVs.

THE ORGANIZATION

Business & Human Rights Resource Centre works with advocates for human rights, workers, the environment, development, and social and economic justice, as well as companies, investors, and others to put human rights at the core of companies' business models; to empower communities and workers to secure their rights and gain accountability for abuse; and to encourage governments to create the right regulation and incentives to facilitate these outcomes. We are a global organization that is rooted in fifteen regions. We have 37 members of our Global Team based around the world who work with a rich network of human rights advocates in eight languages including Chinese, Arabic, and Russian. Our work covers the full gamut of human rights in business, with three priority issues: labour rights; responsible resource use; and protection of civic freedoms and human rights defenders.

Our three primary global approaches to deliver this vision are:

- Empower human rights advocates in civil society, business, and governments to stimulate bold leadership for human rights in business.
- Build corporate accountability to strengthen due diligence, and effective remedy for abuse.
- Increase transparency of the advances, challenges, and abuse of human rights in business.

Our Corporate Legal Accountability Programme specifically seeks to achieve change via respect for human rights by companies and redress for victims of abuse, by:

1. Empowering victims of corporate abuse and their advocates to hold companies legally accountable and protect human rights defenders.
2. Enabling more effective advocacy to enhance access to remedies and remove barriers with new knowledge and analysis, enhanced tools, and stronger legal and policy action

3. Increasing visibility and transparency of how companies and governments use law and legal action against affected workers, communities, and their advocates, and developing resources to protect from lawsuits and prosecution
4. Driving constructive debate on key issues using our unique overview and trusted role as convenors.

THE POSITION

Lead the Resource Centre's work on Corporate Legal Accountability: Provide an overall vision for the Corporate Legal Accountability Programme and ensure high quality delivery of its objectives (see above), and developing this work rapidly with key allies while building new contacts to enhance our impact.

This programme provides the leading global information hub about human rights legal claims against companies for involvement in human rights abuses by

- demystifying these lawsuits for a non-legal audience in 8 languages
- monitoring news about these lawsuits and providing updates to the global community working on corporate legal accountability
- sharing legal filings and court decisions so that lawyers can learn from each other's work
- highlighting affected workers' and communities' struggle to access justice
- raising the profile of human rights lawyers working for corporate accountability
- providing analysis of both persistent barriers to remedy to fuel advocacy, and successful strategies that empower peer learning

The position will involve the management of the Senior Legal Researcher who contributes to the delivery of the programme.

Communications: In collaboration with the Resource Centre's Senior Management Team and the Communications Officer, drive communications of the programme's work through bulletins and briefings, external publications and social media to ensure maximum impact.

Strategy: Develop, with input from the Management Team and members of the Global Team, a powerful and inspiring strategy for the Corporate Legal Accountability Programme that reflects priority areas of the organization. This includes

- development of regional strategies to enable the programme to better suit the specific and concrete needs of victims, lawyers and advocates to empower them, and
- integration of legal strategies and analysis to support the organization's work in its three priority thematic areas: Labour rights including modern slavery, freedom of association and living wage; Responsible natural resource use including climate justice; and Human rights defenders and civic space.

Fundraising: Work with the Fundraising team and the Finance Officer to develop funding proposals that fit the strategic goals of the organization and of the legal accountability programme, and deliver funders' reports. Build sustained relationships with legal accountability donors.

Representation of the Resource Centre: Represent the Resource Centre at key legal accountability meetings and events. Assist in the design and organization of events to drive constructive debate on key legal accountability issues.

Other responsibilities: Take on other responsibilities as necessary for the health and development of the organization.

LINE MANAGEMENT RESPONSIBILITIES

Manage the Senior Legal Researcher and Legal Research Intern.

KEY COMPETENCIES

- *Strategic manager and leader:* At least 3 years' experience leading ambitious human rights or social justice projects and programmes. Proven ability to inspire and build high-performing teams with vision and purpose, and compelling high-impact programmes with strategic partners.
- *People manager:* At least 2 years' experience in line management and/or project management of people. Ability to delegate and empower team members with accountability. Ability to train and nurture talent. Experience of remote management highly desirable.
- *Programme manager:* At least 3 years' experience and demonstrable success in managing complex and large programmes or projects to make change happen with internal colleagues, external partners, funders, and other stakeholders.
- *Entrepreneurship*: Proven experience in seeking and attracting substantial resources for new and developing programmes of work. Proven ability to build strong partnerships with funders. External awareness, and drive to build the resources of the Resource Centre to deliver our mission.
- *Human rights, social justice expertise:* Demonstrable commitment and expertise in international human rights and social justice. At least 5 years' work in this area. Understanding, vision, and strategic insight on human rights in business and/or in the global economy, and how to make change happen.
- *Legal experience/expertise*: Experience, expertise and/or education in legal aspects of human rights and/or social justice: advanced degree in legal studies and at least 2 years' legal work including litigation or other representational work, and/or legal research and analysis.
- *Team player:* Experience of, and commitment to, working in and helping build high-performing teams that are highly collaborative and focused on outcomes.
- *Communications:*
  - At least 3 years' experience driving high-quality communications to a broad audience; experience communicating on legal issues and legal accountability to a non-legal audience highly desirable
  - Good knowledge of quality control issues in digital communications.
  - Excellent English-language skills. Fluency in one or more additional global languages highly desirable.
- *Commitment to our values:* Demonstrable commitment to the values and model of change of the Resource Centre.

TERMS AND COMPENSATION

- This is a full-time position based in New York, Washington DC, or London.
- Starting salary: $55,000-65,000; £37,000-44,000 per year (commensurate with experience), plus 5% pension and standard health benefits
- 24 days of annual leave
- Opportunity to play a central role in an enthusiastic and international team
- If the successful applicant does not yet have the right to work in the US or the UK, we will work with them to seek to obtain the necessary work permits.

MORE ABOUT THE ORGANIZATION

The Resource Centre covers the full range of human rights impacts by business – from labour rights in the supply chain to pollution damaging health; from displacement of indigenous peoples to access to essential medicines; from workplace discrimination against disabled people to killings and torture by private military and security firms.

Empowering advocates: The Resource Centre provides access to tools, guidance and the most comprehensive database on the subject for everyone working in this field. It aims to ensure widespread participation in international debates on business and human rights. It highlights good practice by companies, so that others can follow suit.

- *"Without your site to offer a taxonomy of the issues, and organize the materials, companies simply will not move along the learning curve from confusion to action. I cannot tell you how many times I have met with business folks whose eyes light up when I alert them to your site."*

  Elliot Schrage, currently Vice President at Facebook, then Fellow on Business and Foreign Policy at Council on Foreign Relations

- *"The Resource Centre has become the single most effective enforcer of human rights practices by corporations…it is a small, smart organization; the mechanisms it uses are simple, straightforward and powerful."*

  Michael Conroy, economist, author of *Branded!*, former Program Director at Rockefeller Brothers Fund, former Senior Program Officer at Ford Foundation

Strengthening public accountability: The Resource Centre strengthens public accountability and ensures balanced coverage by seeking responses from companies to allegations of misconduct. When civil society raises concerns about company conduct, it seeks a response from the company. These companies may be well-known multinationals, or small firms or factories being asked to go on the record about a human rights issue for the first time. The Resource Centre has invited over 3000 companies from across the world to respond to concerns, and over 75% have done so. It publicizes the allegations and company's response (or non-response) on its website and in its Weekly Update. Advocates thank the Resource Centre for bringing global attention to their concerns and for eliciting responses from companies. Companies thank it for providing them the opportunity to present their responses in full. This process encourages companies to address concerns and has led to positive change on the ground.

- *"The Resource Centre provides a high-impact dissemination channel for civil society groups around the world, an excellent news source, and an important forum for dialogue because it solicits responses from companies."*

  Lisa Misol, then at Human Rights Watch

- *"Environmental groups like mine in China do not have the special skills to deal with companies, so it's really good to have an ally like you."*

  Yao Yao, Director of Law & Public Participation, Civil Society Watch, China

- *"The Resource Centre, by drawing international attention to my report (about widespread torture of artisanal miners by private security firms working for diamond companies in Angola), and by eliciting responses from the five diamond companies, helped stir up a debate on these issues, which is having an impact in Angola."*

  Rafael Marques, independent Angolan journalist

Building corporate transparency: The Resource Centre monitors the human rights conduct (positive and negative) of over 7,000 companies globally. It gathers reports from a wide range of sources – ranging from grassroots human rights and environmental organizations to investigative journalists to companies themselves – and channels them to a large and influential audience. It builds on the work of local groups in all regions by getting their concerns heard by people who will take action on them.

- *"An essential guide to the world's companies and their records on human rights."*

  Guardian

- *"No debate can move forward, no positive change can be made, without facts. The Business & Human Rights Resource Centre is the only website to provide such a broad range of balanced information on business and human rights."*

  Mary Robinson, former UN High Commissioner for Human Rights and President of Ireland; Chair of the Resource Centre's International Advisory Network

- *"The Resource Centre's online library is the most comprehensive, objective source available…You provide a critical public good from which we all benefit…The Resource Centre has been an invaluable resource in moving this debate in constructive directions, not to mention your importance as a platform for dialogue."*

  John Ruggie, Professor in Human Rights & International Affairs at Harvard University; former United Nations Special Representative on business & human rights

The Resource Centre was named to the inaugural Phoenix 50 List at the Skoll World Forum 2009: *"50 pioneers in the business of social innovation making significant contributions to building a more sustainable, more equitable global economy and to resolving social, environmental and financial challenges".* The award said of the Resource Centre:

> *"There are many organizations dedicated to promoting human rights, but very few that focus on the interface with business — and none that do it as well as the Business & Human Rights Resource Centre. It is the leading player helping grow a whole generation of organizations and networks which promote human rights issues within global business."*

Further information is on our website: www.business-humanrights.org.