

## Call for consultant

for

supporting the Apparatus of the Government Commissioner for Gender Equality Policy with the facilitation and coordination of executive authorities and international and civil society organizations on the implementation of the Action plan on prevention and response Conflict-Related Sexual Violence (CRCV) in Ukraine with a specific focus on the activities as mentioned in the MOU between the Government and Mukwege Foundation and Global Survivor Fund

**Title:** Administrative management consultant

**Location:** Based in Kiev/remote

**Period:** Starting December 2022, for a period of 6 months

**Reporting to:** Apparatus of the Government Commissioner for Gender Equality Policy

### About Us

The Dr. Denis Mukwege Foundation (MF) is an international human rights organisation working together with survivors of wartime sexual violence from around the world. Established in 2016, with headquarters in the Hague and Geneva, the Dr. Denis Mukwege Foundation supports survivors' demands for a world where sexual violence as a weapon of war is no longer tolerated, and bears consequences for individual perpetrators and states. We work for a future where survivors receive the holistic care and compensation, they need to rebuild their lives. We create opportunities for survivors to speak out and be heard, and where they can organise to create change, influence policies, and demand justice and accountability.

The Global Survivors Fund (GSF) was launched in October 2019 by Dr Denis Mukwege and Nadia Murad, Nobel Peace Prize laureates 2018. Its mission is to enhance access to reparations for survivors of conflict-related sexual violence around the globe, thus responding to a gap long identified by survivors. GSF acts to provide interim reparative measures in situations where states or other parties are unable or unwilling to meet their responsibilities. GSF advocates for duty bearers as well as the international community to develop reparations programmes, and guides states and civil society by providing expertise and technical support for designing reparations programmes. GSF's survivor-centric approach is the cornerstone of its work.

### Job Overview

In April 2022, under the invitation of the Commissioner for Gender Equality Policy, a joint scoping mission was conducted by the Global Survivors Fund (GSF) and the Mukwege

Foundation (MF) to assess how best the sister organisations could support Ukraine in strengthening a holistic approach to the prevention and response of CRSV.

Based on the findings and recommendations emerging from this mission and overall scoping efforts, on the 19th of July 2022, the Office of the Deputy Prime Minister for European and Euro-Atlantic integration of Ukraine and Apparatus of the Government Commissioner for Gender Equality Policy entered a Framework Agreement with the Mukwege Foundation and the Global Survivors Fund, outlining areas of cooperation, strategy and engagement amongst all parties for a period of one year.

As part of our work in Ukraine, GSF and MF are involved in the development and execution of the Implementation plan on the Framework of Cooperation on the prevention and response to CRSV in Ukraine, signed between the Government of Ukraine and the UN.

During the second joint scoping mission to Ukraine, which was held in late October 2022 the MF and GSF received a request from the Apparatus of the Government Commissioner for Gender Equality Policy, to support the Apparatus by hiring a consultant for coordination and facilitation of the working process of the Interdepartmental working group and all the actors involved, created for the development and execution of the above-mentioned Implementation plan.

Given the importance of the Implementation plan, as one of the key instruments for coordination between different State authorities, international organisations and local CSO's in the field of prevention and response to CRSV in Ukraine, considering that all five pillars of the Plan complement and strengthen each other, and highlighted the importance of implementation of the holistic and survivor-centred approach in the development and execution of programmes and activities aimed to help the survivors of CRSV, the Mukwege Foundation and the Global Survivors Fund, have decided to support the request of the Apparatus and hire a consultant for facilitation and coordination of executive authorities, international and civil society organisations on prevention and response CRSV in Ukraine for a period of six months, with a possible extension of the contract.

He or she will work under the guidance of the Apparatus of the Government Commissioner for Gender Equality Policy and will play a key role in the coordination and facilitation process.

## **Main tasks and responsibilities**

- Facilitating the cooperation of experts on preventing and combating conflict-related sexual violence, including the organisation and execution of internal communications between the members of the Interdepartmental Working Group (and relevant subgroups) on the Prevention of Sexual Violence Related to Russia's Armed Aggression against Ukraine and Assisting Victims.
- Organisation of in-person and online working meetings of the Interagency Interdepartmental Working Group (and relevant subgroups) on the Prevention of Sexual Violence Related to Russia's Armed Aggression against Ukraine and Assisting Victims, including preparation of agendas, minutes and other materials and documents.

- Interaction with the actors involved in the execution of the Implementation Plan of the Framework for Cooperation between the Government of Ukraine and the United Nations on prevention and response to CRSV in Ukraine.
- Implementation of external communications related to the main work of the Interdepartmental Working Group( and relevant subgroups) on the Prevention of Sexual Violence Related to Russia's Armed Aggression against Ukraine and Assisting Victims.
- Supporting the Apparatus of the Government Commissioner for Gender Policy in other activities related to prevention and response to CRSV.
- Supporting the MF and GSF in establishing and effectively communicating with different actors, both governmental and non-governmental, involved in the development and execution of the Implementation plan.
- Supporting MF in the mapping of the available service providers and services for the survivors of CRSV.
- Serve as the communication channel between the MF, GSF and the office of the Government Commissioner for Gender Equality Policy. Such responsibilities would include organising meetings, writing minutes, and keeping track of activities and pending tasks.
- Drawing to the attention of the Apparatus, the MF and GSF, any potential opportunity for synergies or complementarity.

## **Profile and qualifications**

- Bachelor required (Master level qualification recommended).
- Knowledge and experience in project development and management.
- Knowledge and experience in internal and external communications management.
- Experience in facilitation collaboration between governmental, multilateral, and non-governmental organisations or/and United Nations agencies.
- Background in the field of international law, European law, human rights and understanding of human rights approaches is a valued asset.
- Knowledge and understanding of gender principles.
- Proven affinity with programming for victims/survivors of CRSV/SGBV (health, MHPSS, psychosocial, legal and protection) and a strong commitment to survivor-centred approaches.
- Demonstrated management and coordination experience, preferably gained in different organisations and/or a network setting.
- Experience in working with Zoom and other platforms, experience in organizing and maintaining working chats in messengers.
- Proven skills in building and maintaining a culture of trust and fairness.
- Well-developed diplomatic skills (empathy, representation, negotiation).
- Flexible and proven ability to adapt and respond to the changing environment and to constructively create opportunities for change through active participation.
- Strong communication and writing skills.
- Fluent in Ukrainian and advanced in English.

## **What we offer**

- 6 month contract based on 40 hours per week with the possibility to extend
- Full-time gross salary € 2,000
- Communication allowance.

## **How to apply**

Please send your cover letter and CV to Fedir Dunebabin at [dunebabin@mukwegefoundation.org](mailto:dunebabin@mukwegefoundation.org)

**Start date:** as soon as possible.