

January 2019

Terms of reference

Coordinator – Civil Society Action Committee

JOB TITLE	Action Committee Coordinator
LOCATION	Geneva
ORGANIZATIONAL UNIT	International Catholic Migration Commission (ICMC) - Migration and Development Civil Society Network (MADE)
TYPE OF CONTRACT	Initially six months, extension subject to funding
STARTING DATE	As soon as possible
CLOSING DATE FOR APPLICATIONS	21 January 2019

CONTEXT

As an outcome of the United Nations (UN) High-Level Summit in September 2016, the *New York Declaration for Refugees and Migrants* was adopted unanimously by the 193 UN Member States. This landmark document elaborates states' commitments to address current and possible future issues regarding human mobility, in particular the commitment to develop a Global Compact on Refugees (GCR) and a Global Compact for Safe, Orderly and Regular Migration (GCM). A key aspect of the Declaration and its annexes is the need for cooperation between governments and civil society at the global level.

Since May 2016, global civil society has been organising itself around these processes through the **Civil Society Action Committee**, initiated by ICMC and co-convened with ICVA (the International Council of Voluntary Agencies, in Geneva) and the NGO Committee on Migration (New York). For the first time ever, the Action Committee brought together 11 of the leading refugee protection NGOs worldwide with 11 of the global leaders among NGOs in migrant rights work. ICMC staffed the Action Committee with a full-time expert following the negotiation of the New York Declaration from June to August, supported by ICMC staff in Brussels, in particular the advocacy and communications officers, and ICMC's Head of Policy in Geneva.

Initially, the Action Committee aimed to work only towards the 2016 Summit. However, Action Committee members strongly and unanimously insisted on continuing together until the end of 2018, with the adoption of the Compacts. It was argued forcefully that the Action Committee fills a huge gap in civil society communication, collaboration, capacity and collective advocacy. Of special value, it was said, the Action Committee, bridges the refugee protection and migrant rights divide that exists among civil society actors, which reflects the deeper, and much entrenched institutional, policy and action divide in UN architecture and governments—a divide out of sync with the Summit's focus on both refugees and migrants.

The Action Committee Coordinator was based in New York from February to July 2018 to follow the Global Compact for Migration negotiations, and then continued to work to foster collective civil society advocacy within the process.

In 2018 the main work was structured around the following areas:

- convene and connect civil society in strategic consultations, briefings, global meetings, and negotiations directly with states
- share information and analyses, e.g. through the dedicated MADE website and other communications
- organize joint civil society advocacy pieces and common messages, with a distinct and consistent emphasis on protection of children in migration.

The Action Committee's attention was tailored to the development of both Compacts. However, given that this is the first time that states, agencies and civil society actors have together committed to work on global governance of migration, and the relative dearth of organized or resourced civil society networks working on global governance of migration, the work in 2018 emphasized particular support to organizing civil society perspectives, common messages, strategies and advocacy on the Global Compact on Migration.

At the end of 2018, the Action Committee members agreed to extend the Action Committee's mandate through 2019, giving it the mandate to move from a follow-up of the different commitments of the New York Declaration in 2016 – 2018 to a space for civil society collective strategy around the global governance of migration, particularly in view of the implementation, follow-up and review of the **Global Compact for Migration**. At the same time it will remain a 'bridging' function with civil society groups working on the Global Compact for Refugees and the Internally Displaced People Work Programme 2020 (IDP WP 2020).

This Action Committee 2019 will conduct 3 main activities:

- **Action Committee calls** to foster info sharing, and discussion of collective advocacy strategies towards shared milestones.
- **Accompanying the AC 'working stream' on the Development of 'Collective Civil Society priorities:** this stream has the objective to develop a collective and global **civil society priority framework** in the new era of migration governance. The Action Committee members have expressed the need for collective thinking around key issues civil society want to collectively accomplish. The objective of this working stream would be to guide the Secretariat on the development of such a framework, including on how this can be accomplished in a way that is transparent and inclusive.
- **Accompanying the AC 'working stream' on 'Structures and Reform'** and providing a platform to define and consolidate how civil society engagement can be structured going forward. The work of this working stream will focus on defining process and mechanisms.

In this direction, ICMC is hiring a Coordinator to support the work of the Action Committee during 2019.

PRINCIPAL TASKS & RESPONSIBILITIES

The Action Committee Coordinator will form part of a dynamic team of the ICMC MADE team in Geneva. The MADE programme covers ICMC's work in the area of Global Governance of Migration, including the Action Committee and the Global Forum in Migration and Development, working in close partnership with a range of civil society organisations worldwide.

She or he will be under the direct supervision of the Director of Policy.

Working for ICMC and on behalf of the Action Committee, the Coordinator will:

- Work closely with Action Committee co-conveners ICVA and the NGO Committee on Migration to discuss priorities and upcoming activities.

- Co-convene the Action Committee to discuss strategies and steps to assert civil society priorities to states in order to influence the implementation, follow-up and review of the Global Compact for Migration.
- Facilitate and coordinate collective activities coming out of the two working streams (see above) and the Action Committee conference calls. This might include: the development of key collective documents, the organisation of civil society in person gatherings, etc.
- Coordinate dissemination of information to broader civil society, including through the coordination of the publication of frequent newsletters, through convening, hosting and moderating civil society open Webinar, and the development of a website and social media strategy, this all in close coordination with the ICMC Communication team.
- Attend strategic civil society meetings ahead of the key UN events on either of the two Global Compacts, with particular attention to the Global Compact on Migration and outcomes of the Intergovernmental Conference on International Migration in 2018.
- Represent ICMC at conferences and meetings as relevant for the work of the MADE programme.
- Develop a Plan of Resource Mobilization in close collaboration with ICMC's Director of Policy.

The Coordinator will work full time, and will report directly to the ICMC Director of Policy. She or he will have a first evaluation of expected tasks and responsibilities versus actual workload after the first three months of the contract period.

QUALIFICATIONS

- post-graduate degree in migration studies, law, international relations, diplomacy, public policy and administration or a related field
- at least 3 years of work experience in the migration field; experience with migration-related NGO, labour and other civil society organizations and networks a major plus
- active participation in at least one of the official civil society programmes of the Global Forum on Migration and Development since 2011 or in high level meetings of the UN General Assembly regarding international migration from 2006 – 2018.
- Ability to organize, work collaboratively with, and upon request, lead a diversity of civil society partners in strategic thinking, messaging and advocacy towards governments and intergovernmental entities
- excellent written and spoken English; proficiency in French, Spanish or other languages a plus
- strong public speaking, presentation and computer skills
- ability to work on a team in an international environment, independently and under pressure, and maintain appropriate levels of confidentiality

This position is initially for six months with the possibility of extension. Applications (including CV and letter of motivation) should be sent to jaquemet@icmc.net, copying skupien@icmc.net. The deadline is **Monday 21 January 2019**.