

Announcement for Advocacy Officer

The Humsafar Trust (HST) is India's first community-based organization (CBO) of self-identified homosexual men, MSM, Hijras and LBT persons that started in April 1994. We at The Humsafar Trust, are looking for eligible candidates for the position of **Advocacy Officer**.

About Project Transcend:

'TRANScend' Addressing Gender-Based Violence and enhancing the Social Inclusion and Acceptance of Trans Persons in India. It is a transgender rights based project that aims to improve the inclusivity and acceptance of trans persons—particularly at ground level institutions like corporates, educational institutions, and bureaucratic offices—in order to facilitate wider acceptance of trans persons as well as create the conditions of possibility for transgender communities to flourish and take full advantage of the protections promised to them in the NALSA judgment.

Project Duration: 1 year

Qualification and Experience:

1. 12th Standard and above.
2. Experience in HIV/AIDS and Human rights.
3. Computer skills especially using MS office.
4. Strong interpersonal skills coupled with excellent communication skills: verbal, written, listening, presentation and facilitation.
5. Minimum 2 years of experience in advocacy especially in HIV/AIDS

Job Responsibilities

- a) Support the Project Manager in developing and writing Advocacy proposals and ensure timely disbursements of funds from donor and support agencies
- b) Co-ordinate advocacy activities with the advocacy panel and conducting meetings
- c) Prepare reports of advocacy programs
- d) Develop and implement street theatre and other mass awareness activities;
- e) Assist the Project Manager in Designing, Planning and Implementing advocacy plans and programs
- f) Plan strategies and campaigns
- g) Organizing seminars, workshops and special lectures
- h) correspondence with speakers, press and invitees
- i) Write and send press releases and write seminar reports
- j) Assist the Project Manager in preparing budgets and take care of logistics of Advocacy events
- k) Responsible for particular campaigns and liaison with HST programs
- l) Actively participate and represent the organization in various networks and movements

- m) To share HST position on various issues after in-house consultation and seek consent from Board of Trustees where necessary
- n) To mobilize their support for sustainable development initiatives.
- o) Keep in touch with HST research and use the channels of advocacy to facilitate the process of lobbying for policy making/change.
- p) Any other job or related task as determined by the Advocacy Director

Interested candidates can apply by sending their CV via e-mail to **koni.hst@gmail.com**

Please mention name of the position in the subject line of the mail.

Only shortlisted candidates will be contacted for interview.

The deadline for sending in your application is **20th May 2017**.

Regards,
Advocacy Unit,
The Humsafar Trust, Mumbai
Phone: 022- 26673800