

ROLE PROFILE

JOB TITLE:	Digital Protection Coordinator for Francophone Africa	REPORTING TO (TITLE & NAME):	Digital Protection Manager /Head of Digital Protection
TEAM:	Digital Protection	DATE LAST REVISED:	May 2024
LOCATION:	Francophone Africa	CONTRACT TYPE:	Permanent
WEEKLY HOURS:	35 hours weekly	SALARY:	FLD Scale 6

Principal Objectives:

Front Line Defenders is working to expand its capacity to support Human Rights Defenders (HRDs) and Human Rights Organisations (HROs) in managing risks associated with the use of digital information and communications. We offer direct on the ground support to HRDs/HROs with the help of a team of Digital Protection Coordinators and Consultants (DPC). FLD has its operational headquarters in Dublin, Ireland but we are seeking to recruit a candidate who is preferably based in the francophone Africa region (fAfrica), to deliver direct digital protection support to HRDs/HROs at risk in fAfrica.

Responsibilities:

The key accountability and associated duties include -

- Provide direct one-to-one and group support to improve the protection of digital information and communication of HRDs/HROs at risk in fAfrica;
- Regularly conduct support through direct, face-to-face engagement with HRDs/HROs, when circumstances allow;
- Analyse the specific digital security risks and vulnerabilities facing HRDs/HROs;
- Work with approved HRDs/HROs to create a tailored long-term digital protection plan that meets the specific needs of HRDs/HROs;
- Cooperate with other Front Line Defenders programs to broaden digital support and integrate other aspects of support, so HRD/HRO receives holistic support in their need;
- Oversee evaluation of the support;
- Provide suggestions which HRDs/HROs we should support;
- Organise work ahead of time for work visits or other opportunities;
- Actively and regularly participate in internal Front Line Defenders meetings both remote and in-person
- Regularly submit written monthly reports documenting her/his work/output
- Provide required and/or requested reports/information in a timely manner

This job description is intended as a summary of the primary responsibilities of and qualifications for this role. The job description is not intended as inclusive of all duties an individual in this position might be asked to perform based on requirements either now or in the future.

Key Relationships:

Internal:

Digital Protection Coordinators, Protection Coordinators, Communication team, Visibility team, Capacity Building team, Grants team, and other teams depending on tasks and team coordination requirements

External:

Human Rights Defenders (HRDs), Human Rights Organizations (HROs), Partners, network contacts

Salary:

€37,430 - €42,776 per annum (Points 1 - 4 of Grade 6)

The role holder is responsible for complying with relevant tax and other legal requirements in their country of residence.

Benefits include:

26 days of annual leave per year, pension scheme, healthcare contributions, life insurance, income protection scheme, employee assistance programme, employee well-being initiatives.

Person Specification:

Knowledge and Skills:

Essential:

- Prior experience in working with HRDs/HROs in fAfrica;
- ICT skills, on the level of computer and network administrators;
- Previous experience with individual and organisational digital protection support and trainings;
- Must be based in fAfrica, and be able to travel within fAfrica;
- Ability to work independently and be self motivated;

- Fluency in French and above average English language skills;

Desirable:

- Understanding of the specific risks faced by and protection need of LGBTIQ+, women HRDs and feminists in fAfrica
- Experience of holistic protection
- Good interpersonal skills allowing them to interact with HRDs at risk in situation of stress
- Knowledge of the other languages used in fAfrica would be an advantage.

Front Line Defenders Values:

1. Working with HRDs:

- Commitment to our Work
- Responsiveness to HRDs
- Decision Making & Problem Solving
- Exercising Good Judgement
- Listening
- Results Focussed
- Perseverance

2. Developing Myself:

- Self-Awareness
- Adapting to Change
- Proactive Learning
- Managing My Well-being

3. Working With Colleagues:

- Respect for the Individual
- Building Trust
- Collaborative Working
- Communication With Each Other

4. Leadership:

- Strategic Thinking
- Engaging With People
- Stewardship of Resources

Selection and Appointment:

- To apply, candidates need to submit a copy of their application - CV and cover letter - via the '**Apply now**' button;
- Cover letters should be addressed to **Roberto Soriano, Digital Protection Manager**
- Only shortlisted candidates will be invited to attend for interview;
- It is anticipated interviews will be held during **June, 2024**
- The appointment is expected to be effective from **July 2024**;
- **Closing date**; midnight (local Irish time) on **31 May 2024** as per FLD vacancies page: <https://www.frontlinedefenders.org/en/recruitment-volunteering>

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