ESCR-Net - The International Network for Economic, Social and Cultural Rights is seeking a Solidarity and Membership Coordinator to work in its New York City secretariat office.

ESCR-Net is a collaborative initiative of more than 280 Members—social movements, indigenous peoples’ groups, NGOs and advocates—from over 75 countries around the world working to secure economic and social justice through human rights. ESCR-Net seeks to strengthen the field of all human rights, with a special focus on economic, social and cultural rights (ESCR), and further develop the tools for achieving their promotion, protection and fulfillment. Through ESCR-Net, groups and individuals exchange information, develop a collective voice, amplify their actions, and develop new tools and strategies. By facilitating joint actions, enhancing communications and building solidarity across regions, the Network seeks to build a global movement to make human rights and social justice a reality for all. The member-led collective work of ESCR-Net is guided by core principles of gender and regional balance in leadership, intersectional gender analysis, and centrality of grassroots groups and social movements.

**PRIMARY FUNCTION:**
ESCR-Net is seeking a new staff member to serve as a key part of its secretariat team, with responsibility for coordinating ESCR-Net’s System of Solidarity and Membership processes. ESCR-Net’s efforts to strengthen the security and protection of human rights defenders (HRD) at risk harnesses the collective voice of the Network’s membership, while serving as a flexible and decentralized mechanism for urgent response. This includes open letters on behalf of the Network’s membership, petitions initiated by members, media work and related advocacy actions, and referrals of cases requiring technical, logistical or material assistance. These actions are, whenever possible, grounded in a recognition of the broader systemic drivers of social, economic and environmental injustices which compel HRDs to take action to defend human rights, and face reprisals as a result. Recent trends relating to the restriction of civic space and basic threats against ‘the right to claim rights’ reinforce the critical need to bolster security, protection and wellbeing for the HRDs comprising, and affiliated with, the Network. The effectiveness of ESCR-Net’s System of Solidarity relies on the existence of an active and engaged membership, informed about threats affecting fellow members and prepared to stand in solidarity in urgent situations. This position will ensure ongoing contact with organizational and individual members and manage information about their activities. The Solidarity and Membership Coordinator will facilitate member-to-member exchange, mutual support and member participation in the System of Solidarity — and in collective work — more broadly. The Solidarity and Membership Coordinator will travel periodically to facilitate security and protection workshops, to support ongoing outreach to new potential members, and to strengthen connections between and with social movements and NGOs around the world.

For a complete overview of ESCR-Net’s work, please visit our website at [www.escr-net.org](http://www.escr-net.org).
RESPONSIBILITIES:

System of Solidarity (SOS)
- Serve as an internal resource and advisor on protection issues for ESCR-Net members and secretariat;
- Coordinate urgent responses to threats or attacks against HRDs, including: researching and verifying information, drafting communications and other advocacy actions;
- Follow-up on cases undertaken by ESCR-Net’s System of Solidarity to assess impacts and ongoing risks, draw lessons and contribute to the system’s further development;
- In coordination with ESCR-Net’s finance team, coordinate implementation and reporting on grants dedicated to supporting the System of Solidarity, including via preparing narrative reports and financial reports, fielding informational requests and maintaining financial records, and supporting preparation for audits;
- Contribute to the development of secretariat- and Network-wide security protocols and facilitate capacity-building for ESCR-Net members and secretariat staff on risk assessments, personal and digital security;
- Work with an Advisory Group of ESCR-Net members guiding the System of Solidarity, to deepen and popularize collective analysis and advance Network-wide collective action to both prevent new threats against HRDs and respond effectively to threats that do occur;
- Keep abreast of trends in the field of security and protection of HRDs including via monitoring information from ESCR-Net members, authoritative reports from the UN, regional mechanisms and CSOs, public consultations or other new developments which may identify new openings for advocacy; and
- Identify, develop and disseminate resources and materials related to the security and protection of at-risk HRDs.

Membership
- Support the orientation of new members to ESCR-Net’s collective work and their participation in working groups;
- Facilitate the re-engagement of members that have been less active in Network initiatives and campaign actions, in close collaboration with program coordinators;
- Conduct outreach to potential members in line with core principles and in support of shared objectives and network-wide action;
- Amplify the actions of Network members in collaboration with the secretariat’s Communications team;
- Facilitate exchange and mutual learning between members;
- Identify and track information about the activities of current and prospective Network members – leading organizations and individual advocates working to advance social and environmental justice through human rights – including via a contact management database, shared files, statistics and external (online) communications about Network members; and
- Support membership processes, including via the collection, review and periodic circulation of membership applications, reference checks and introductory communications with prospective and new members.
QUALIFICATIONS | REQUIRED:
- A relevant master’s degree, and at least three years of experience working to advance human rights and social justice, preferably in close relationship with grassroots groups or social movements; or a relevant bachelor’s degree, and at least five years of experience;
- In-depth knowledge of human rights including ESCR;
- At least three years’ experience working with frontline human rights advocates and communities, including promoting the security and protection of defenders advocating ESCR;
- Strong political judgment and proven ability to outreach to, work with, and build connections between a wide range of actors;
- Solid planning and organizational capacities and experience in managing competing deadlines and prioritizing workload in a busy environment;
- Flexibility to work comfortably in a small, collegial office environment and periodically take on different administrative and support tasks;
- Excellent written and verbal communications skills, including ability to represent ESCR-Net in multiple spaces;
- Fluency (oral and written) in English and either Spanish, French or Arabic (the working languages of ESCR-Net); and
- Authorization to work in the United States.

QUALIFICATIONS | DESIRABLE:
- Experience working with mechanisms and institutions focused on the protection of HRD and/or supporting security training and planning;
- Proficiency in more than two working languages of ESCR-Net;
- Experience living and working in multiple regions of the world;
- Prior work as a facilitator, trainer and/or mediator;
- Experience conducting grassroots organizing and/or facilitating the building of alliances or coalitions; and
- Familiarity with the work of organizing international events.

HOURS AND LOCATION:
This position will be based at the office of ESCR-Net’s secretariat (near Grand Central Station, New York City). The normal working hours of the office are from 9am – 5pm, Monday through Friday. Please note that due to the nature of urgent threats to HRDs, this position may require occasion communications outside of office hours.

IDEAL START DATE:
As soon as possible

COMPENSATION:
The Solidarity and Membership Coordinator position is a full-time, exempt position with benefits, including medical coverage and generous vacation and paid leave. Pay is commensurate with experience and comparable to similar NGOs.

INCLUSIVE HIRING AND WORKPLACE:
ESCR-Net is committed to inclusive hiring practices and strives for a secretariat staff that represents the diversity of its members. ESCR-Net is an equal opportunity employer. We strongly encourage and seek applications from women, persons with disabilities and people of color, including bilingual and bicultural individuals, as well as members of lesbian, gay, bisexual, transgender, queer, or intersex communities. Applicants shall not be discriminated
against on the basis of actual or perceived race, creed, color, religion, alienage or national origin, ancestry, citizenship status, age, disability or handicap, sex, marital status, veteran status, sexual orientation, genetic information, arrest record, ethnicity, gender identity, medical condition (cancer-related), the conditions Acquired Immune Deficiency Syndrome (AIDS) and AIDS Related Conditions or any other characteristic protected by applicable federal, state or local laws. Reasonable accommodation will be made so that qualified persons with disabilities may participate in the application processes. Please advise in writing of special needs at the time of application.

**TO APPLY**
Please send a curriculum vitae, a letter of interest and contact information for 3 references to ESCR-Net by email to escr-net@escr-net.org, using “Solidarity and Membership Coordinator Search” and your initials, as the subject of your email. We encourage interested candidates to apply as early as possible as applications will be reviewed on a rolling basis, beginning 31 August. Only short-listed candidates will be contacted. Thank you for your understanding during this process.