



*Jesuit Refugee Service
Regional Office – Europe*

INFORMATION PACK

Senior Policy and Advocacy Officer

based in Brussels

Revised December 2007

MISSION STATEMENT for the JRS EUROPE REGION

VISION

Thousands of refugees and migrants come to Europe every year, fleeing persecution, armed conflict, poverty or natural disasters. These people on the move cannot find safety and security in their own country. JRS Europe assists those refugees and migrants who are forced to come to Europe to seek protection and assistance. The values of the gospel, the Ignatian charism and the social teaching of the church inspire us to set our goals and in the way we work.

MISSION

The mission given to JRS-Europe is the same three fold mission given to the whole of JRS by the 34th General Congregation of the Society: to accompany refugees, including forcibly displaced persons, serve them, and advocate their cause.

While our title refers explicitly only to refugees, our mission is directed to a broader range of groups, though not every office deals with all such groups:

- asylum-seekers, with a special concern for those in detention and facing removal;
- forcibly displaced people who are left destitute without legal status;
- undocumented migrants, who are deeply vulnerable to exploitation;

GOALS

We aim to achieve:

- effective assistance to forced migrants in Europe
- the respectful and fair treatment of forced migrants in our societies
- treatment of migrants fully in accordance with basic human rights standards and international treaties.

CONTEXT

- JRS Europe works through a network of national offices and contact persons, each one under the authority of the relevant Jesuit provincial.
- In their activities they work as closely as possible with the forced migrants.
- They work in cooperation with church organizations and with other relevant NGOs, and they exchange good practice among the national offices.

ACTIONS

Since needs and possibilities differ in the various countries of Europe, there can be no single uniform pattern of work. Nevertheless, JRS offices in Europe often share several of the following characteristics. They:

- engage in legal, pastoral and social counselling
- offer material support to migrants in need
- are open for inter-religious dialogue
- advocate to influence legislation
- advocate activities to promote integration from the day of arrival.
- disseminate information about the situation of people on the move.

Mission Statement of the JRS Europe Regional Office (Brussels)

- I. The mission of the JRS Europe Regional Office is to accompany, serve and advocate for refugees and forced migrants. As a Regional Office, we do this by providing professional support for JRS country offices across Europe and by raising awareness and advocating for refugees and forced migrants at a European level.

- II. We strive to accomplish this task by making the following efforts:
 - Our support for some of the neediest refugees in Europe: In the Regional Office we pay special attention to the erosion of the rights of refugees and migrants and to the climate of exclusion, mistrust, and xenophobia towards them. We aim to prevent and counteract these developments by raising awareness with the media and by advocating for just policies on the European level.

 - Our support for JRS country offices: The Regional Office aims to provide professional support, services, and training for country offices through our own staff or through consultants especially in the following areas:
 - Analysis of policies concerning refugees and forced migrants in Europe
 - Project planning and project review
 - Organisational development
 - Media and communications
 - Identification of funding sources

 - Our support for the JRS Europe network: We facilitate the networking among the various country offices wherever possible so that they can profit to the maximum from each other's expertise and collaborate on issues which are of common concern. In this sense we take initiative to circulate information, to maintain a common reflection process on the European level, to realise common projects, and to raise the necessary funding.

 - Our support for Jesuit provinces: We liaise with Jesuit provincials as they plan the outreach of their provinces to refugees and migrants, helping in the establishment and the orientation of projects which meet the needs of refugees and migrants and which are consistent with resources available.

- III. We strive to work in the spirit of the Christian gospel and to accomplish our task together with all partners and people of good-will inspired by a similar care and respect for refugees and migrants, regardless of their faith background.

October 14, 2005

Timetable

Advertisement published	Friday July 6, 2007 Thursday July 12, 2007 late August 2007
Closing date for applications	extended to 20 January 2008
Short-listed candidates required to attend interviews in Brussels	late January 2008

Terms and Conditions

- Job Title:** Senior Policy and Advocacy Officer
- Duration** Initially a two year contract, reviewed after a six months probationary period
- Training** There will be opportunity for occasional training through the JRS summer school, through collaboration with the Refugee Studies Centre at the University of Oxford, through courses organized by the ECRE and ELENA network.
- Hours work** Total of 38 hours a week over five working days. Flexibility is required. There will be occasional weekend and evening work.. About once every six weeks there will be a need to travel within Europe.
- Location:** JRS-Europe Office, currently 333, Rue du Progrès, Brussels.
- Annual Leave** 20 working days per annum, all statutory holidays, compassionate leave, maternity leave, all according to Belgian law.
- Travel cost** Reimbursement for local travel to work, based on prices of public transport.
- Termination** The contract may be terminated under the conditions of Belgian law.
- Start** As soon as possible after 15 February 2008.

Jesuit Refugee Service (JRS) Europe

The Jesuit Refugee Service is an international Catholic organization. Its mission is to accompany, to serve and to plead the cause of refugees and forcibly displaced people. The JRS was set up by the Society of Jesus in 1980 and is now working in over 50 countries worldwide. JRS works with all refugees but has a particular concern for the "forgotten" refugees who have moved out of the attention of policy makers and the media.

The JRS Europe office in Brussels consists at present of four staff members who share the work of policy and advocacy, project management, fund raising, public relations and coordination. They are supported by an administrator, two interns and two volunteers. A new position for a junior policy and advocacy officer will be opened this summer, and the person to fill this position has been chosen.

Location: Belgium (Brussels)

Closing date: extended to 20 January 2008

Job Description

Job Level: Senior-Level

In Europe JRS is actively present in 12 different countries in both direct service and advocacy with particular attention for migrants in detention. The European Union is developing a common Migration and Asylum policy. JRS Europe follows this process, analyses it and undertakes advocacy work with relevant institutions and at relevant stages of the legislative process. JRS national offices in the different countries contribute to this advocacy work. JRS Europe co-operates with various Brussels based organisations working on the issues of migration, asylum and Human Rights, especially those from a Christian background.

JRS Europe seeks a replacement for the present Senior Policy Officer.

The new Policy and Advocacy officer will continue advocacy for people in detention, and will develop in close cooperation with the new junior policy and advocacy officer and with colleagues in JRS Europe the strategic planning for new fields of advocacy:

- rights for rejected asylum seekers and destitute migrants with humanitarian status
- externalisation of EU migration policy
- Migration and Development.

The Advocacy and Policy officer is responsible to the Regional Director of JRS Europe based in Brussels. An intern may occasionally be assigned, who will be supervised by the Policy and Advocacy Officer.

Responsibilities:

- Analysis of key EU documents on asylum and migration.
- Advocacy at EU level with the Parliament, the European Commission, the Council of Ministers and national Delegations.
- Design and implement an advocacy strategy for JRS Europe in cooperation with its twelve national offices
- Cooperate with the Policy Officers of JRS International in Rome and Geneva, and with Policy Officers in other JRS Regional Offices
- Establish links and cooperation with other agencies in Brussels, in particular with the ECRE network and with UNHCR. Participate in relevant inter-agency advocacy and coordination meetings in Brussels
- In close cooperation with national offices provide input for campaigns on behalf of forced migrants in Europe and at its external borders, with an emphasis on access to asylum procedures and protection.
- Supported by the media assistant of JRS, maintain links with Brussels-based media and provide regular information on the situation refugees and migrants.
- Occasionally provide briefings and information on common asylum and migration issues at the EU level to JRS national offices, but also to other organizations. This may entail undertaking occasional public speaking engagements.
- Organise advocacy events such as press conference, book launch or conference.
- Manage and oversee the work of a junior policy officer and media assistant.

Job Requirements/Experience Requirements:

Required

- Permission to work in Belgium. JRS Europe is not in a position to obtain a work permit for any applicant.
- Sympathy with the JRS vision and way of working. Share the values and the way of proceeding of the Jesuit Refugee Service.
- University degree in preferably law, or political science, human rights or other relevant course related to the job
- A minimum of ten years working experience of which at least five years in humanitarian, human rights or advocacy related work
- Demonstrable experience and results in lobbying and advocacy, preferably including with EU institutions
- Excellent skills in strategic planning or ability to think strategically with regard to advocacy issues in the migration and asylum fields

- Good interpersonal skills and ability to work well as part of a team
- Ability to analyze large quantities of information in a short time.
- Excellent spoken and written English, and the ability to present complex issues comfortably and effectively to diverse audiences. .
- At least basic computer literacy (ability to write word documents, use the internet and email).
- Good organisational skills to organise a high-level conference
- Readiness to travel regularly within Europe.

Desirable:

- Working knowledge of French and Spanish and other European languages.
- Experience of working with faith based organizations
- Ability to relate to people from other cultures
- Experience of work on refugee issues
- Working experience outside Europe;
- Editing and publishing skills
- Previous experience of networking or coordinating work in an international organisation

Applications:

Application by CV and covering letter, detailing your suitability for the post with three references to the

Regional Director of JRS Europe, Fr Jan Stuyt,
Rue du Progrès 333/2, 1040 Brussels, Belgium.
vacancy.policyjrs@gmail.com fax + 32 2 250 3229

This information package can be asked from : vacancy.policyjrs@gmail.com

For further information about JRS in Europe see the JRS Europe websites
www.jrseurope.org and www.detention-in-europe.org .