



## **Asian Network for Free Elections (ANFREL) Program Officer for Campaign and Advocacy**

Position ID: **Program Officer for Campaign and Advocacy**

Hours: Full-time, Regular

Duration of Contract: **One year (extension depend on funds availability)**

Location: Bangkok, Thailand – ANFREL Headquarters

Salary: Commensurate with experience and qualification

Starting Date: As soon as possible (position will be filled when a suitable candidate is found)

Deadline of Application: **15 February 2020**

### **About ANFREL:**

The Asian Network for Free Elections (ANFREL) is a leading regional network in Asia working on the promotion of democratic elections. Formed in 1997, ANFREL was organized as a solidarity movement working to advance the cause of free and fair elections. At present, it has 27 members from 17 Asian countries. As part of its overall mission of supporting democratization efforts in Asia, ANFREL focuses its work on three major areas: election observation, capacity building, and campaign and advocacy. It takes a holistic approach to achieve its mission, and these programs are designed to complement one another in supporting the advancement of free and fair elections across Asia.

Since ANFREL's establishment, it has carried out more than 60 election observation missions across Asia. ANFREL draws its strength from its network of Asian civil society organizations. The long-term aim is to build expertise in democratic elections in the region, entrenching a culture of democracy that has emerged from within and is locally developed. ANFREL fosters a spirit of meaningful cooperation and solidarity among its members as it endeavors to strengthen cooperation between them and government institutions in order to overcome the challenges to democracy in Asia.

ANFREL is now looking for a Program Officer to assist and support the Executive Director in the implementation of the Campaign and Advocacy work of the organization. The Program Officer will be based in Bangkok, Thailand but will be regularly coordinating with ANFREL's network organizations across the Asian region.

### **Job Description:**

- Responsible in the implementation of ANFREL's advocacy efforts and public campaigns;
- Supporting and assisting the Executive Director in developing strategies to advance electoral democracy promotion in the Asian region;
- Liaising and assisting in meetings with various stakeholders, including civil society organizations, intergovernmental bodies, and election management bodies;

- Regular monitoring of significant and relevant events happening across the region;
- Drafting of press statements to support efforts of member organizations or other local electoral groups, and drafting of statements in response to relevant events;
- Drafting of reports relevant to ANFREL's work;
- Regular coordination with ANFREL's member organizations; and
- Raising of public awareness, including promotion of ANFREL's activities and programs, through social media.

**Key qualifications and requirements:**

- Demonstrated commitment to ANFREL's core values of promoting democracy and human rights;
- Proven knowledge and understanding of political and democracy issues in Asia;
- At least 3 years of relevant experience in advocacy work, preferably on electoral issues;
- Strong work ethic and expertise in program management;
- Strong command of the English language;
- Proficiency in technical writing and documentation;
- Excellent public relations and communications skills;
- Proficiency in Microsoft office programs is a must; experience in graphic designing is an added advantage;
- A team player and can work in a multi-cultural environment.
- Bachelor's degree in Asian studies, social sciences, political science, or any other relevant field of study or experience;

**Please ensure to include the following when submitting your application:**

- Cover letter to include details as to when you are available to commence working should you be selected for the post.
- Statement letter to describe how your skills meet the requirements of the job (maximum of 500 words)
- Curriculum Vitae with your most recent photograph
- Name and contact details of at least two (2) references, one of which should be your job supervisor from your current or previous job.

ANFREL welcomes and seeks applications from people of all cultures and backgrounds. Interested candidates may submit their applications to [anfrel@anfrel.org](mailto:anfrel@anfrel.org).

All application requirements should be submitted on or before **15 February 2020**, at 5 p.m. GMT +7 (Bangkok Time).

Only candidates who have met the required experience & qualifications for this position will be contacted for interviews from **February 20 to 21, 2020**. No phone calls, please. We may wish to retain your CV in our database for other/future opportunities unless you direct us otherwise. Thank you very much for your interest.