



## **JOB VACANCY**

**Director (80%-100%)**

**Centre for Civil and Political Rights (CCPR Centre)**

**Geneva, Switzerland**

**Application Deadline: 15 April, 2025**

**Starting date: 1<sup>st</sup> June 2025 (flexible)**

### **Organization Overview**

The Centre for Civil and Political Rights (CCPR Centre) is a leading international NGO working for the worldwide implementation of the International Covenant on Civil and Political Rights (ICCPR) and its two Optional Protocols. Our vision is a world where civil and political rights are protected, respected, and fulfilled for everyone without discrimination. We contribute to this vision by facilitating the application of the ICCPR and promoting the implementation of the UN Human Rights Committee's recommendations by supporting civil society and connecting key actors engaged in implementation at the national level.

With headquarters in Geneva and regional offices in Africa (Togo), Asia-Pacific (Indonesia), the CCPR Centre operates globally to strengthen the efforts of civil society organizations, increase ratification and implementation of the ICCPR, and contribute to strengthening the work of the Human Rights Committee.

### **Position Summary**

The CCPR Centre is seeking a dynamic and experienced Director to lead our organization and drive forward our mission during a critical time for civil and political rights globally. The Director will provide strategic direction, oversee the Centre's programs and operations, and represent the organization at the highest levels with stakeholders including civil society, governments, UN agencies, and donors.

The Director will report to the Board and will lead a dedicated team of professionals in Geneva and in our regional offices. This position requires a strategic thinker with deep knowledge of international human rights mechanisms, particularly the UN Treaty Body system, and a proven track record in organizational leadership and management.

### **Responsibilities:**

#### **Strategic Leadership and Organizational Management:**

- Develop and implement the Centre's strategic plan in line with our mission and vision, ensuring alignment across all programs and offices
- Oversee the operational and programmatic work of the Centre, ensuring effective planning, implementation, monitoring, and evaluation of all activities
- Manage the Centre's annual budget (approximately CHF 750,000) and financial resources, ensuring compliance with relevant regulations and donor requirements

- Lead a diverse team of approximately 12 staff members across headquarters and regional offices, fostering a positive organizational culture
- Report regularly to the Board on organizational performance, challenges, and opportunities

#### **Program Oversight:**

- Guide the Centre's work on strengthening civil society engagement with the Human Rights Committee and other UN human rights mechanisms
- Oversee the implementation of the Centre's three strategic objectives: strengthening civil society efforts, enhancing ICCPR implementation, and supporting the work of the Human Rights Committee
- Ensure the Centre's activities respond effectively to the increasingly challenging global context for civil and political rights, including shrinking civic space and State eroding engagement from Treaty Bodies
- Foster innovative approaches to promoting implementation of the Committee's recommendations at the national level
- Supervise the development of high-quality publications, guides, legal researches and analytical tools to support civil society and State actors

#### **External Relations and Representation:**

- Represent the Centre at high-level meetings, conferences, and events with key stakeholders including governments, UN agencies, and civil society organizations
- Build and maintain strong relationships with the Human Rights Committee members and the Office of the High Commissioner for Human Rights
- Lead the Centre's fundraising efforts, developing and maintaining relationships with current and potential donors
- Oversee the Centre's communications and public engagement strategy to increase visibility and impact

#### **Qualifications:**

##### **Required Education and Experience:**

- Advanced degree in international human rights law, international relations, or a related field
- Minimum of 10 years of relevant experience in international human rights, with at least 5 years in senior management roles
- Demonstrated expertise in UN human rights mechanisms, particularly the Treaty Body system and the Human Rights Committee
- Proven experience in strategic planning, program development, and organizational management
- Successful track record in fundraising and donor relations
- Experience in directly working with civil society organizations in different regions
- Fluency in French and English (additionally, fluency in Spanish or other UN languages highly desirable)

##### **Required Skills and Competencies:**

- Deep understanding of civil and political rights issues and challenges globally
- Strong strategic thinking and analytical skills
- Excellent management and leadership abilities, with experience supervising diverse, multicultural teams
- Outstanding communication and diplomatic skills
- Commitment to fostering diversity, inclusion, and collaborative working relationships

- Experience in financial management and budgeting
- Ability to travel internationally as required (approximately 20% of time)

**Salary and Benefits:**

The CCPR Centre offers a competitive salary commensurate with experience and qualifications. The salary range for this position is CHF 100'000 - 120,000 per annum, depending on experience. The Centre provides pension contributions and generous annual leave.

**Location:**

This position is based at our headquarters in Geneva, Switzerland.

**How to Apply:**

Please submit your application by 15 April, 2025, including:

- A comprehensive CV
- A cover letter explaining your interest in and qualifications for the position
- Contact information for three professional references

Submit your application to [recruitment@ccprcentre.org](mailto:recruitment@ccprcentre.org) with the subject line "Application: Director Position"

Only shortlisted candidates will be contacted.

The CCPR Centre is committed to diversity and inclusion. We encourage applications from candidates of all backgrounds, particularly those from underrepresented groups and regions. We are an equal opportunity employer.

*The CCPR Centre was established to contribute to the implementation of the ICCPR through support to civil society and through connecting key actors engaged to implement the UN Human Rights Committee's recommendations at a national level. We value candidates who demonstrate a commitment to these principles and our mission.*