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| **ROLE** | **Senior Human Rights Advisor (Disability Rights)** |
| **TEAM** | Human Rights Advisory and Research team |
| **LOCATION** | Wellington  |
| **SALARY BAND** | 4B |

**PURPOSE OF THE POSITION**

To deliver a programme of strategic advocacy, advice, research, monitoring and external engagement that contributes to the Commission’s strategic priorities and work programme.

To advise the Disability Rights Commissioner on disability rights issues.

**PURPOSE OF THE HUMAN RIGHTS ADVISORY & RESEARCH TEAM**

The Advisory and Research Team works to design and deliver actions which support improvement of the human rights of all in New Zealand through:

* Connecting communities and evidence with decision-makers through consultation, research and strategic advice
* Broad external engagement and the management and delivery of specific and agreed work aligned to the Commission strategy and annual plan
* Design and delivery of strategic interventions in response to, or to highlight, Human Rights breaches
* Advocating for the improvement of Human Rights in New Zealand using strong data and robust research
* Monitoring human rights reporting mechanisms, such as the National Plan of Action and other Human Rights treaties and conventions
* Advising Commissioners with subject matter data and research to inform strategic advocacy
* Research and writing reports and submissions re human rights issues.

The team works externally with civil society, communities, decision-makers, influencers and other stakeholders, and internally with Commissioners and other Commission teams, so that human rights issues are identified and affected people can contribute to the development of solutions. The team is held accountable to deliver the agreed intervention/response, successfully, and in partnership with the entire Commission.

Building internal cross-Commission collaborative teams/hubs and providing the information/research necessary to work creatively on issues and to actively support Commissioners in the execution of their roles is a core focus of this team. This is an action-oriented team, driven by data and research.

**WORKING RELATIONSHIPS**

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| **RELATIONSHIP** | **POSITION** |
| **Reports to** | Human Rights Advisory and Research Manager |
| **Partners with** | Commissioner(s), Managers as required |
| **Internal** | Chief Legal Adviser, Other Human Rights Advisors, Commissioner(s) with relevant spheres of responsibility, Other Commission staff |
| **External** | Officials and their direct reports (key decision makers and influencers) of ministries and government agencies.Members of community and civil society organisations and business, with a focus on leadersKey influencers and decision makers in the human rights sector.  |
| **Direct Reports** | Human Rights Commission intern (graduate) |

**ORGANISATIONAL VALUES**

* **Human Dignity** - Mana Tangata
* **Courage and Integrity** – Maia Tika Pono
* **Relationships** - Whanaungatanga

**KEY ACCOUNTABILITIES**

1. Applies intervention strategies to improve human rights outcomes, listening to and communicating with affected people, and uses leverage to achieve social change at the local and national level by:
2. engaging with organisations, businesses and partners through education, awareness building and community development to support understanding and identification of human rights issues, to identify solutions locally, to encourage action, and to test solutions
3. engaging with and educating key influencers and decision makers in duty bearer organisations at national and local level about the role and value of human rights, and influencing the adoption of solutions identified in the community, business and elsewhere to change human rights outcomes at a systemic level, locally and nationally
4. facilitating engagement between organisations based in communities and people in power to achieve human rights outcomes
5. Contributes to the Disability Rights issues team to deliver high quality outputs and have strong impacts on targeted human rights outcomes which improve the lives of affected people
6. Contributes information and analysis to support and inform international treaty body and domestic monitoring and reporting, the development of the National Plan of Action, Commission Inquiries, and the content of submissions in the policy process, and provides responses to broader human rights matters
7. Provides support for the independent monitoring mechanism for the CRPD, and OPCAT monitoring and reporting, working with the Research, Monitoring and Evaluation team (where assigned)
8. Provides leadership and management of the team as assigned by the manager
9. Provides information required for internal monitoring, reporting and communication
10. Provides information required for monitoring, reporting, communication and the identification of strategic priorities
11. Operates as a member of a cross-functional issues team
12. May be a member of a practice group
13. Own work tasks, as set out in the annual work plan or assigned by the direct manager
14. Receive on a rostered basis members of the public who drop in to the office with complaints and enquiries
15. Understand Human Rights Commission health and safety policies and relevant procedures and apply them to own work activities

**PERSON SPECIFICATION**

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| **Qualifications & Training:** | A relevant University degree and experience in disability rights. |
| **Experience:** | 1. A strong background in human rights and a sophisticated understanding of the public policy issues and community attitudes relating to human rights and disability rights in New Zealand.
2. Knowledge of human rights and harmonious relations, and expertise in disability rights. Knowledge of other Commission priority areas including race relations, indigenous rights, human rights dimensions of the Treaty of Waitangi, Equal Employment Opportunities, and the rights of disabled people, sexual minorities, women, children, prisoners and victims beneficial.
3. A proven ability to develop and implement strategies that influence the attitude of key audiences towards human rights and harmonious relations and promote a human rights culture
4. Strong research and writing skills
5. An advanced understanding of the machinery of government. Well established networks across government is desirable.
6. Experience and expertise in at least some of the methodologies and practice of community and business engagement, community development, human rights education, or advocacy
7. Knowledge of, and experience in, national and local government and parliamentary processes
8. Experience in managing multiple work streams including internal and external relationships with a variety of audiences in a challenging environment, and demonstrated success in building relationships and gaining the support and participation of key individuals and groups
9. Strategic leadership skills and an in-depth understanding of the disability rights sector
10. Demonstrated ability to prepare accessible and persuasive written material
11. Lived experience and/or expertise in one or more of the Commission’s population group audiences including Māori (including tikanga and te reo Māori), disabled people, Pasifica, ethnic minorities, migrant workers, sexual orientation and gender identity, and women
12. Expertise in the methodologies and practice for at least some of community and business engagement, community development, human rights education, or advocacy and engagement with national and local government and other duty bearers and in parliamentary and public policy processes
13. Sophisticated presentation and communications skills
14. Competence in Microsoft Office suite
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