



## **Job Description: Senior Research & Advocacy Officer**

Updated November 2019

### **OVERVIEW**

The Senior Research & Advocacy Officer is part of WAO's Advocacy Team, which purpose is to end domestic violence and achieve gender equality in Malaysia, through societal and systematic change.

The Officer identifies key problems in public policy (and other societal levers) relating to domestic violence, violence against women, and gender equality in Malaysia; proposes how to solve the problems; prepares the evidence needed to achieve change; and supports campaigns to achieve that change. The Senior Research & Advocacy Officer is supervised by the Advocacy Manager.

### **RESPONSIBILITIES**

#### **Main responsibilities (70%)**

- Implement strategies and activities necessary to carry out WAO's advocacy agenda.
- Develop and implement a strategy for WAO's research.
- Coordinate production of outputs, including:
  - Reports (e.g. case study report, CEDAW Shadow Report)
  - Research papers (in collaboration with research partners)
  - Policy briefs to advocate for specific policy solutions
  - Letters to enforcement officers (working with WAO's Stakeholder Engagement Officer)
- Coordinate advocacy campaigns with the outputs produced (e.g. targeted publicity of a report).
- Improve organisational understanding of domestic violence and women's rights in Malaysia, by analysing internal (e.g. WAO case experiences) and external (e.g. news media) sources.
- Help ensure WAO's services and operations are up-to-date on relevant policies and research.

#### **Other advocacy work (25%)**

- Coordinate WAO advocacy campaigns and projects as identified and assigned.
- Work with Advocacy and Communications Officer to respond to public queries relevant to WAO's work.
- Support WAO fundraising efforts for advocacy campaigns.

#### **Organisational responsibilities (5%)**

- Carry out other requests or directions by the Executive Director.
- Assist in shared office duties.

### **QUALITIES**

1. Commitment to feminist principles and WAO vision, mission, and core values.
2. Expertise in gender equality and violence against women. Knowledge of international human rights.
3. Research experience or training.
4. Fluent in Bahasa Malaysia and English.
5. Project management and people management skills.
6. Writing with the ability to translate complex issues into a level appropriate for the general population and policymakers.
7. Publication skills including proofreading, copy editing, and knowledge of design.
8. Track record of completing high quality work.

A combination of education, work experience, and training can demonstrate these qualities. E.g.: a Bachelor's degree and four years of relevant work experience. A research Masters or similar experience is preferred. Candidates with outstanding track record with limited work experience are also encouraged to apply.

**To apply:** email cover letter and CV/resume to [info@wao.org.my](mailto:info@wao.org.my).