

JOB DESCRIPTION
AMNESTY INTERNATIONAL
INTERNATIONAL SECRETARIAT

AMNESTY
INTERNATIONAL



JOB TITLE Global Human Rights Education Project Manager - Education Technology

PROGRAMME Campaigns and Education Programme

LOCATION London

JOB PURPOSE

You will design and develop engaging, effective and scalable online human rights education programmes using diverse forms of education technology for a global audience.

Using existing human rights content, you will design online learning experiences that are suitable to disseminate through various platforms including social media. You will gather information, feedback and analyse data to inform best practices and approaches for scaling up, design and development of creative and cutting-edge learner-centred online experiences. You will provide support to Amnesty national and regional offices to develop context specific online learning experiences on human rights.

DEPARTMENT PURPOSE

The Campaigns and Education Programme builds the strategies, people power and influence that brings about tangible changes to policy, law, practice - and ultimately people's lives - around the world. Our teams drive the delivery of campaigning priorities and design and advance strategies and tactics that maximise the engagement of and impact for rights-holders, HRDs, supporters, partners and activists - with a strong focus on young people. Through Strategic Initiatives, the programme develops and supports partnerships and collaborations with movements, artists, influencers, institutions and organisations that further the delivery of change strategies and grow the movement of people acting for human rights.

AIIS PURPOSE

The IS, which operates from a number of sites around the world, gathers and communicates accurate and action-oriented human rights information globally. We campaign for meaningful human rights change; enable effective human rights activism and work to persuade governments and other actors to uphold universal human rights standards. We provide strategic leadership, support and advice to the AI movement globally, fostering AI's contribution, presence and public accountability throughout the world.

WORKING RELATIONSHIPS

Reporting to Head, Human Rights Education

Posts this job manages Supervises volunteers, interns.

Other key relationships HRE Global and Regional team members, HRE Coordinators of Amnesty International national office, Sections and structures, colleagues from the Public Engagement and Growth Directorate, other relevant colleagues from the movement.

KEY RESPONSIBILITIES

- In consultation with the Head, Human Rights Education design Education technology projects and work according to specific timelines and agreed budget to ensure specific deliverables are produced to a high standard;
- Work with and coordinate the work of AI's national entities to build capacity and enhance the effectiveness of HRE including contributing to the development of offline-online HRE programmes and the production of materials;
- Provide advice and support to other IS regional and thematic teams in order to ensure their input to Education Technology is relevant and timely and is relevant to Education technology project objectives and HRE inline with Amnesty's Strategy Priorities;
- Draft and design public and internal Education Technology products together with the team and colleagues in other programs, and according to agreed team's priorities and work plans, contributing to the development of new Education technology approaches and tools to build effective HRE work;
- Contribute to the development of strategies and provide input into the development of detailed operational plans to build effective Education Technology tools for HRE in general and HRE in Campaigns globally;
- Facilitate effective and timely communications for the HRE network including by being the first port of call for enquiries coming from the membership, other NGOs and the public at large.
- Ensure the coordination of the team's activities and outputs, including documents, external publications, in accordance with standards of timeliness, consultation and accountability and as directed by the Head of Human Rights Education

WHAT DOES SUCCESS LOOK LIKE IN THIS JOB?

- Education Technology projects and sub-projects are successfully completed to time and within budget. There has been effective coordination of work by Sections and Structures and membership mobilization.
- Education technology materials are produced to a high standard of accuracy and effectiveness.
- Requests from Sections and structures and from external sources (members of other organizations, or the public) are dealt with in an efficient and rapid manner.
- Requests for information from the team and other teams and from other programmes at the International Secretariat are fulfilled within pre-defined times

SKILLS AND EXPERIENCE

- Experience and understanding of Human Rights Education and membership organizations and of servicing the membership in a diverse organisation;
- Proven understanding of human rights education methodology and its implications
- Understanding of a participative approach and experience-based learning (experience in facilitation and training using the approach is preferable)
- Understanding of the interconnection of HRE and other forms of actions for social change
- Understanding of the design, planning and the delivery of HRE material online and offline to be utilized by many countries and sensitivity to different cultures and backgrounds;
- Ability to develop innovative and creative ideas to use Education Technology to support effective HRE work;
- Experience of writing or editing online/offline materials in a clear and concise way with high standards of accuracy, with a view to motivating others;
- Knowledge and experience of using education technology
- Experience of making plans to meet specific, timetabled objectives;
- Ability to manage a heavy and varied workload effectively, including managing competing
- demands and ability to maintain high levels of both accuracy and output;
- Willingness to undertake administrative tasks in accordance with guidelines on self servicing;
- Presentation skills and ability to represent AI and the IS to membership, activist, and other organizations

HOW WE WORK – OUR BEHAVIOURS:

Our organisational culture; which essentially represents how we behave, our working relationships and our ability to collaborate as a movement, underpins everything we do and is pivotal to the success of our impact. Our five behaviours form the basis of the type of culture we want to have in Amnesty:

- **Accountable** - I consistently strive to reach my goals in a thorough, timely way that I can be proud of, and I re-empower others to do the same.
- **Considerate** - I support my colleagues, and try to find out what motivates them to do their best, and what pressures they are under, so that I can consider this when we work together.
- **Creative** - I continuously look for new and creative solutions and encourage others' ideas so that we can adapt and succeed in an ever-changing and uncertain global environment
- **Decisive** - I make sound judgements within my work so that a project or activity can progress with pace and confidence.
- **Respectful** - I treat my colleagues with equality and dignity, and assume they have integrity. I value the different perspectives of my colleagues as well as my own and show them that their contributions and expertise matter.

EQUALITY STATEMENT

Equality and diversity is at the core of our values and staff are expected to work collectively and individually to promote a constructive and sensitive approach to others from a variety of backgrounds, where the work of others is valued and respected.

CONFLICT OF INTEREST

Public or other activity, affiliation to or support for any group or organization, personal association or other factor which may generate a real or perceived conflict of interest with Amnesty International's principles (specifically independence and impartiality), or raise a security concern, or otherwise prevent the candidate from carrying out key functions of the specific post and would therefore disqualify the candidate from being appointed.