



---

## Human Resources Department

---

### VACANCY NOTICE

---

<b>Job Title:</b>	<b>Programme Executive for Ecumenical HIV and AIDS Initiatives and Advocacy</b>
<b>Duty Station:</b>	Geneva, Switzerland
<b>Starting Date:</b>	January 2022
<b>Position at (%):</b>	100%
<b>Contract duration:</b>	4 years (renewable)
<b>Works closely with:</b>	Public Witness and Diakonia Team and Transversals
<b>Reports to:</b>	The coordinator of Human Dignity Unit and to the Deputy General

#### **Secretary, Public Witness and Diakonia Objectives:**

to assist churches in the implementation of the “HIV and AIDS Plan of Action” by operating in such a way that churches, ecumenical and church related organisations are supported and strengthened in their response to HIV and AIDS;

to build up and strengthen relations with: UN agencies especially WHO and UNAIDS; the WCC New York and Geneva team; member churches and ecumenical partners on issues of common interest;

to analyse trends and issues in the UN agenda relevant to HIV and AIDS.

#### **Specific responsibilities:**

- Coordinate the WCC project on “Ecumenical HIV and AIDS initiatives and advocacy”. Lead the work of staff in this ecumenical initiative, ensure that the project group works together effectively to reach the expected results for the activities. Be responsible for the planning, budgeting, monitoring, evaluation and reporting of spending levels in this project, in cooperation with the Deputy General Secretary and designated finance managers.
- Manage and ensure implementation of EHAIA as described in its basic paper entitled “The Ecumenical HIV and AIDS Initiative – responding to the HIV and AIDS Crisis in Africa” and in the WCC strategic plans 2014 - 2022.
- Contribute to the ongoing theological reflection for a clear framework for EHAIA by engaging churches and ecumenical bodies in Africa and elsewhere in reflection and action on their role in dealing with the pandemic.

- Advocate for the churches' concerns in HIV and AIDS with international bodies such as UNAIDS, WHO, and international NGO networks.
- Promote and coordinate further developments and improvements of the structural and institutional set-up of EHAIA towards its vision, goal and objectives and thus towards implementation of the Plan of Action.
- Work in an integrated way and in the spirit of congeniality with other WCC staff in relevant programmatic areas and transversals in planning, implementation and report writing.
- Work with member churches and ecumenical partners on issues of common interest in planning, implementation and report writing;
- Participate in teamwork activities and other in-house meetings, including functional task forces.
- Be actively engaged in fundraising efforts according to agreed policies and in coordination with the Income Monitoring and Development (IMD) and be available for planned visits to funding partners.

### **Qualifications and Special Requirements:**

#### Experience:

- Minimum of five years of experience in the field of HIV and AIDS. Further experience in Sexual and Gender Based Violence and Sexual and Reproductive Health Education would be an added value.
- Proved experience in project management, including result oriented planning, monitoring, evaluation, and reporting of projects.

#### Education:

- Minimum is Master's Degree with a combination of the following fields: theology/ Religious Studies/Social-Psychology-intercultural studies

#### Competencies and other requirements:

- Ability to lead, facilitate, coordinate, supervise, network, innovate and have strong experience in project execution.
- Dynamic, autonomous and motivated person with excellent intergenerational communication skills.
- Be familiar with African church situation, theological and ecumenical institutions and ability to work ecumenically.
- Excellent command of written and spoken English and one of the other WCC languages (French preferably, German, Spanish).
- Openly living with HIV would be an added advantage.

**Deadline for applications:** 15 September 2021

- Apply for this position by clicking on the following link:  
<https://wccoe.recruiterbox.com/jobs/fk0sm1e>

**About human resources at the WCC:**

The WCC is an equal opportunity employer. The sole criteria for recruitment, training and career opportunities are qualification, skills, experience and performance to all its staff members.

**The WCC 's annual Financial report 2020 can be consulted at:**

<https://www.oikoumene.org/resources/documents/wcc-financial-report-2020>