

TERMS OF REFERENCE

Amazon Observatory Coordinator

BACKGROUND

The Global Initiative is an independent civil society organization, headquartered in Geneva, Switzerland, with a globally dispersed Secretariat and a high-level advisory board. Its network members include prominent law enforcement, governance and development practitioners who are dedicated to seeking new and innovative strategies and responses to organized crime.

The Global Initiative was born from a series of high-level, off the record discussions between mainly (though not exclusively) law enforcement officials from both developed and developing countries in New York in 2011-12. At these meetings, the founding members of the Global Initiative, many of whom stand at the front line of the fight against organized crime, illicit trafficking and trade, concluded that the problem and its impacts are not well analysed; they are not systematically integrated into national plans or strategies; existing multilateral tools are not structured to facilitate a response and existing forms of cooperation tend to be bilateral, slow and restricted to a limited number of like-minded states.

The result was the creation of the Global Initiative against Transnational Organized Crime, which provides a platform to promote greater debate and innovative approaches, which serve as the building blocks to an inclusive global strategy against organized crime. In addition to the headquarters in Switzerland, the GI-TOC also has offices in Austria, South Africa and Cape Town.

JOB SUMMARY

The Regional Coordinator will be responsible for strengthening the GI-TOC's presence in Amazon region.

Main responsibilities and specific tasks

- Further develop Amazon Observatory strategy in collaboration with the leadership team;
- Establish and maintain relationships with donors, governments, law enforcement, civil society actors and other stakeholders in Amazon countries;
- Act as project coordinator for the Amazon crime portfolio by coordinating project activities with staff and consultants and managing the implementation thereof in terms of timelines and deliverables;
- Coordinate a wide network of data collection comprised of local researchers, journalists, civil society organisations and others;
- Fundraise, write concept notes and submit funding proposals;
- Attend meetings and represent the organisation where appropriate; organise and moderate roundtables with experts, law enforcement and government actors as part of Global Initiative projects;

- Help identify and approach Amazon communities for dialogue and a grant programme aiming to support and work in partnership with local civil society;
- Oversee Internet monitoring of the illegal wildlife trade, in collaboration with a broader Global Initiative team working on this issue;
- Maintain project documentation including financial reports, project plans and status reports for Amazon region Observatory; monitor budget and expenditure in the Amazon region, as well as those of the environmental projects in the region;
- Research, write, coordinate research teams and present reports and other analytical publications on Amazon region countries, as well as those of environmental projects in Latin America with a link to the Amazon region;
- Contribute to research coordination and support dissemination of the Global Initiative's Organised Crime Index;
- Coordinate with thematic leads in different subjects within the Global Initiative, with the Resilience Fund, communications, editorial and other Latin America team members as appropriate.

Requisite skills and experience

The successful candidate will be able to demonstrate the following experience and skills:

- Fluent in English, Portuguese and Spanish;
- Knowledge of political context of the Amazon countries, illicit economies and law enforcement frameworks and structures; existing relationship (or the willingness to develop it) with environmental crime law enforcement agencies and broader public sector agents;
- Minimum of 5 years of relevant experience in research project coordination;
- Experience in budgeting and financial management, including relevant specialised qualifications;
- Ability to work effectively with colleagues that are remote, in different locations and time zones, with a strong client orientation and relationship building;
- Reliable, detail orientated and responsible professional who can manage their own time and priorities;
- Strategic thinking and problem-solving abilities;
- Ability to work in a fast-paced, dynamic environment and manage multiple workstreams.

GI-TOC operates a flexible working environment and encourages staff to achieve a suitable work life balance and supports professional development and learning.

Please send your cv together with a cover letter and contact information of two professional references to the following e-mail: jobs@globalinitiative.net by 30 November 2023. Please put “**Amazon Observatory Regional Coordinator**” in the subject line.



secretariat@globalinitiative.net
globalinitiative.net

Starting date: As soon as possible.

Contract duration: Two years with the possibility of extension depending on performance and funding.

Only short-listed candidates will be contacted.