

Do you care deeply about drawing attention to and strengthening the response to anti-trans violence?

Do you have solid knowledge of trans rights and trans communities in Central-Eastern Europe and Central Asia (CEECA)?

Are you a passionate organiser and activist?

Do you want to support local activists in the CEECA region in their trans activism and advocacy and bring their expertise to the wider European trans organising?

TGEU Notice of Vacancy: **CEECA Officer**

Closing date

Only complete application packs sent by e-mail to jobs@tgeu.org before **noon 17th April 2018 CET** will be considered.

Transgender Europe is looking for a part-time (80%, 32h per week) **CEECA Officer** for an initial period of 24 months starting as of 1st of June 2018. Working hours are indicative and can be negotiated within 24 and 40h per week. For half of the position, final approval of one of TGEU's donors is still pending.

Transgender Europe (TGEU) is a European non-profit, non-governmental umbrella organisation working for the full equality and inclusion of all trans people in Europe. The network includes trans and other organisations that support or work for the rights of all trans people across Europe. The mission of TGEU is to support and strengthen the trans movement and to be a strong voice for trans rights in Europe and beyond.

TGEU is an equal opportunities employer and strives to avoid discrimination and less favourable treatment, including in our own procedures. In order to increase representation, experiences and expertise in our work, we encourage trans and/or queer; black people and people of colour; D/deaf and disabled people; people with a migration background; sex workers; trans women and gender-non-conforming people; trans and/or queer people from the Central-Eastern European and Central Asian region (CEECA) to apply. We encourage applicants to mention their background and experiences in their application, and we guarantee that all information will be held confidentially.

Job description

The CEECA Officer will be responsible for realising TGEU's objectives in relation to capacity-building, advocacy and campaigning in partnership with (member) organisations in CEECA. The work consists of overseeing and implementing two projects: ProTrans, a collaborative anti-violence initiative with 5 partner organisations, and a new joint project with ILGA-Europe, focusing on supporting LGBTI activists in Central Asia.

The CEECA Officer will be part of TGEU's Projects Team, working closely with the Transrespect vs Transphobia Worldwide (TvT) project team and the Community

Building Officer. The position will also entail strong cooperation with TGEU's Communications Officer on campaigns, especially around the Trans Day of Remembrance (TDoR), and TGEU's Policy Team.

The place of work is located in Berlin, Germany.

Key responsibilities are:

- Develop and implement TGEU's work in the CEECA region, overseeing and contributing to various programmes, including joint violence documentation and campaigning, re-granting to community-based organisations, and organising capacity-building trainings and campaign events;
- Support emerging trans-led organisations in the region and connect them with the rest of the movement;
- Establish working relationships with other human rights and social justice movements working with and for marginalised populations, including migrant, sex worker, women's rights, anti-racist groups and organisations;
- Raise awareness about the experiences of violence, discrimination and other human rights abuses against trans people internationally, applying an intersectional lens;
- Support TGEU's fundraising activities for our work with the region;
- Contribute to strategic development of the organisation;
- Contribute to internal and external reporting;
- Other tasks, as resulting from organisational processes.

Who we are looking for

For this position, we are looking for an activist who has been involved in trans, LGBTI and/or queer organising locally, nationally, and/or regionally/internationally. This could be through paid or volunteer work (for instance organising or creating support groups, events, political meetings, direct actions, campaigns, advocacy submissions to human rights mechanisms). We are looking for someone who applies a (self-)-critical approach to their work and the wider NGO sector and has experience with and/or knowledge of:

- Community organising and/or advocacy in the CEECA region for the realisation of LGBTI rights and/or empowerment of LGBTI and other marginalised communities;
- Organising and facilitating trainings, meetings, and other events with LGBTI communities and activists;
- Sound knowledge of the situation of LGBTI communities in the region.
- Skills:
 - Project management skills, including strong skills in communications, planning, time management, and negotiation with donors, partners, and external stakeholders, such as policy makers;
 - Ability to navigate through hostile environments;

- Excellent knowledge of English (spoken and written);
- Good working knowledge of Russian is a plus;
- Sound ability to work individually and within diverse teams.
- Other skills/knowledge/experiences that would be useful in this role but are not a must:
 - Experience in violence documentation and anti-violence work, e.g. community empowerment, trainings of victim support staff/police, research and monitoring;
 - Experience in creating and implementing joint international campaigns against sexism, racism, xenophobia, and/or homo- and transphobia;
 - Work or volunteer experience in international non-governmental organisation(s) or programmes;
 - Work or volunteer experience in global, international or regional trans activism;
 - Work or volunteer experience in other human rights or social justice movement(s).

We offer

- An 80% (32h per week) position starting on 1st June 2018 for an initial period of 24 months. The full relocation to Berlin is only expected as of September 1st as long as travel obligations to the European Transgender Council (27 June – 1 July 2018) as well as visits to project partners can be met.
The number of weekly working hours can be negotiated. For half of the position TGEU is currently waiting for the final approval for funding from the project donor.
- A motivated team that will allow you to implement your own ideas.
- The possibility to work for Europe's leading trans human rights NGO.
- Salary of 32.160€ in the first and 33.720€ in the second year.
- 1500€ of relocation support to Berlin.

Accessibility

- TGEU's offices are partially accessible for wheelchair users: there is a steep ramp from the street down to the elevator; once inside, all the rooms are situated on one level and the office doors and corridors are very wide; the toilets are on the same level but the doors are too narrow to allow access when using a wheelchair.
- If you need this call or the application form in another format, please contact us.
- If you need assistance to fill in your application by phone, please call Annaliese during day time at +49 30 5360 2665.

Application Procedure

Please use the TGEU application pack, which can be downloaded here: <http://tgeu.org/wp-content/uploads/2018/03/TGEU-applicationPack-CEECAofficer.doc>

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PLEASE DO NOT SEND CVs. ONLY COMPLETE APPLICATION PACKS WILL BE CONSIDERED.

Please do not send copies of degrees and certificates. You will be asked to provide these at a later stage in the process.

In case you do not hold a work permit for Germany or another Schengen Country, TGEU will support you in obtaining one. Please note that German employment law requires a University degree to obtain such a permit.

Job interviews are preliminarily scheduled to take place in Berlin in early May.

In case you have questions in relation to the application procedure, the position or TGEU please send your inquiry exclusively to jobs@tgeu.org. Approaching TGEU team members directly might lead to automatic rejection of the application.

Please send your application before 17 April 2018 noon CET to jobs@tgeu.org