

Youth Coordinator – Adolescent Girls Investment Plan, *Girls Not Brides*

***Girls Not Brides* on behalf of AGIP is calling for proposals from qualified consultants to provide critical support to advance the Adolescent Girls Investment Plan’s adolescent girls and youth engagement plan.**

Background

The Adolescent Girls Investment Plan (AGIP) is a global partnership co-chaired by Plan International and *Girls Not Brides* and includes a group of civil society organisations, research institutions and foundations collaborating to drive evidence informed investments for adolescent girls’ action, policy and programming. AGIP was inaugurated in March 2019 and its structure consists of a board, and a technical working group that includes two sub-committees; evidence and advocacy. AGIP aims to stimulate the development of investment frameworks and tools for decision-makers to confidently deliver a comprehensive approach to advance gender equality through girl-centred action.

AGIP members include: International Planned Parenthood Federation (IPPF), Gender and Adolescence: Global Evidence (GAGE/ODI), Population Council, International Center for Research on Women (ICRW), Malala Fund, Women Deliver and, Ford Foundation. AGIP’s membership and affiliation is open for all organisations and networks concerned with impactful programmes and results for adolescent girls worldwide. We are planning for wider consultations on AGIP with various stakeholders to ensure that this initiative will achieve real change for girls.

Dimensions of the Role

Working cross-organisationally within one of AGIP’s members and with multiple internal and external partners, this role will involve coordinating the youth and adolescent girls deliverables for AGIP. Those include organising meetings for AGIP, collaboratively developing project plans and resourcing strategies, and ensuring key milestones are met during the first phase of the project.

In specific this role will also be responsible for maximising engagement of adolescent girls and youth at key spaces AGIP is engaged in (e.g. Generation Equality Forum), as well as completing a range of duties to support the engagement of youth-led and girl-led organisations in the work of AGIP.

To succeed, you will enjoy working in a fast-paced team environment, have strong youth and girls project management, research, advocacy and activism as well as communication skills and a proven ability to maintain effective relationships with multiple external stakeholders.

There is no budget held and there are no line management requirements for this role.

Working Closely with AGIP Secretariat and members, the consultant will

- 1- Support the implementation of AGIP’s adolescent girls and young people activities including:**
 - Develop and maintain the adolescent girls and young people engagement plan for the AGIP with key milestones to support the successful delivery of the AGIP’s phase one workplan.



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- Provide overall youth engagement support to the coalition including scheduling relevant meetings, drafting reports and organising consultations and activities to engage a wider consistency of youth and adolescent girls on the work of AGIP.
- Be the focal point for girl and youth-centred design and activism for AGIP and build skills and experience in this area
- Coordinate and plan for all AGIP youth and adolescent girls' periodic meetings.

2- Support the implementation of AGIP's Generation Equality (GE) Girls and Youth Strategic Engagement Plan

- Develop and maintain a work plan for this activity including implementing the relevant activities with support and collaboration from interested AGIP members.
- Track UN Women's Youth Journey developed for GE and stay up to date on entry points for youth engagement, opportunities and updates in the process.
- Deliver activities with the girl and youth-led organisations that AGIP is engaging including; organise monthly capacity building activities and calls, consultations, side events, workshops and meetings, write and send a periodic newsletter with relevant updates on the Generation Equality process.
- Coordinate and co-facilitate inclusive and interactive virtual and in-person workshops with girls and young people from different backgrounds.
- As per the strategic plan, coordinate with partners and GE stakeholders to ensure girls and young people are meaningfully engaged in the Action Coalition process and Generation Equality Forums.
- Maintain a database of girl and youth activists and partners
- Represent AGIP in external networks and forums related to girl and youth engagement
- Prepare girl and youth-friendly capacity-building materials, policy briefs and any other documents

3- Stakeholder Engagement

- Establish and maintain effective working relationships with the technical group representatives from each of the partner organisations which sit on advocacy, evidence and specific meetings on youth and girl's engagement
- Undertake horizon scanning to identify relevant partners, youth-led and girl-led organisations, networks and coalitions with whom the AGIP should connect on national, regional and global level.
- Convene cross-organisational meetings and workshops to support AGIP's youth and girl engagement, where required

4- Commitment to safeguarding in the different activities for adolescent girls and young people:

- Lead on the development, dissemination and implementation of safeguarding protocols across all of AGIP's work and ensure that staff and associates are aware of and understand their responsibilities under these policies and Plan International's Code of Conduct (CoC) and their relevance to their area of work.
- For any virtual or in-person participation opportunities, coordinate any relevant processes regarding safe and meaningful engagement including preparing and managing a



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comprehensive risk assessment, hold briefing calls, develop preparatory materials and ensure follow up activities.

The post holder will regularly engage with staff across the host organisation, In addition staff holder is expected to have close working relationships with all AGIP members especially the ones engaged in the youth and adolescent girls engagement activities.

Technical expertise, skills and knowledge

We welcome applications from underrepresented groups, including religious and ethnic minorities, those under 30, people living with disabilities, and people with diverse gender representation and sexuality.

If you do not have all of the skills listed below but you feel that you possess other skills and experiences that would make you a good candidate for this role, we would be delighted to hear from you.

Knowledge

- Understanding of young feminist movements and girl-led organising
- An understanding of the Generation Equality process is a huge asset
- Knowledge of youth and gender programming, activism and advocacy is an advantage
- Knowledge of current issues and trends in young feminist movements, international development and the girls' rights space
- Understanding of meaningful and safe participation and good practice in this area
- Knowledge and experience of wellbeing and self-care approaches and techniques for safer activism and advocacy hugely desirable
- Some experience working with global partnerships and/or alliances on specific youth and adolescent girl's engagement mechanisms is beneficial

Skills

- Communicates effectively and personably
- Curious, innovative and creative
- Strong computer skills including using interactive platforms such as Zoom and Mural
- Strong administration skills.

- Professional writing and editing skills. Ability to prioritise tasks and meet deadlines
- Effective internal relationship management and communications, within an international environment
- Working proficiency of English. Working proficiency of another language (e.g. French, Arabic or Spanish) would be a great asset

Experience

- Experience of convening and facilitating youth networks, meetings and/or working groups desirable
- Experience with digital campaigning and storytelling is highly desirable
- Some direct experience in activism, organising or advocacy is highly desirable

Behaviours

- Excellent collaboration and interpersonal skills
- Capacity to manage demanding workloads, prioritise tasks, work independently and to deadlines



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- Ability to build relationships with a wide range of stakeholders
- A team player; open, able and willing to work collaboratively as part of a team deliver on shared objectives

Host Organisation Values in Practice

Our core values

- Collaboration
- Determination
- Inclusivity
- Integrity
- Pragmatism
- Respect

We are open and accountable

We create a climate of trust inside and outside the organisation by being open, honest and transparent. We hold ourselves and others to account for the decisions we make and for our impact on others, while doing what we say we will do.

We strive for lasting impact

We strive to achieve significant and lasting impact on the lives of children and young people, and to secure equality for girls. We challenge ourselves to be bold, courageous, responsive, focused and innovative.

We work well together

We succeed by working effectively with others, inside and outside the organisation, including our sponsors and donors. We actively support our colleagues, helping them to achieve their goals. We come together to create and implement solutions in our teams, across Plan International, with children, girls, young people, communities and our partners.

We are inclusive and empowering

We respect all people, appreciate differences and challenge inequality in our programmes and our workplace. We support children, girls and young people to increase their confidence and to change their own lives. We empower our staff to give their best and develop their potential.

Physical Environment

This consultancy would be a remote position with some limited travel once circumstances permit to activity sites and/or meetings. If the Hosting organization has an office where you are located, access to the office and use its facilities when needed could be arranged.



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Safeguarding

At *Girls Not Brides*, we are committed to the wellbeing, empowerment and rights of children, and to safeguarding children from harm in all of our activities. *Girls Not Brides* aims to promote an environment of trust and understanding where the welfare of children is paramount. You must adhere to the *Girls Not Brides* Child Safeguarding Policy and its Code of Conduct and report any concerns relating to the safeguarding of children in accordance with agreed procedures.

Salary based on available budget: USD 2000 per month, based on full time work

Contract Type: Consultancy (full-time) for 6-8 months

Reports to: TBC/ AGIP Project Officer and accountable to AGIP Youth and Adolescent Girls members

How to Apply

Interested individuals are expected to provide their CV, cover letter and daily rate in English and send it to Heather.Barclay@girlsnotbrides.org email by 23:00 on 15th September clearly stating "AGIP Youth Coordinator" and your name in the subject line.