

JOB ADVERT

- Job title:** Project Manager
- Location:** Geneva, Switzerland
- Term:** Two years contract, renewable upon funding. 80 to 100%.
Availability to travel to South East Asia 5-6 times a year.
- Start:** January 2023

Who are we looking for?

The Association for the Prevention of Torture (APT) is looking for a motivated and committed candidate to manage and lead the implementation of [Safe in custody project](#) in Malaysia, Thailand and the Philippines, in close coordination with APT's Project Officer based in Bangkok, Thailand and with colleagues in Geneva. Together with our partners from civil society organisations in each country, this EU-funded project aims to reduce the practices of forced confession and incommunicado detention and to achieve following objectives: a) increasing transparency of police custody, through enhancing capacity and synergies in oversight of police detention; b) improving police practices by implementing safeguards and non-coercive interviewing; c) empowering national stakeholders through creativity and innovation to change the community's mindset and reaffirm the absolute prohibition of torture and ill-treatment. The project is in line with the APT's Strategic Plan 2020-2023, in particular our goal that 'people are treated with dignity and fairness by the criminal justice system'. The Project Manager will also contribute to other strategies and projects for torture prevention worldwide.

Your main responsibilities include:

1. Lead on the implementation of the EU-funded Safe in custody project, including specific activities, such as regional workshops, development of materials or delivering trainings, as well as all implementation aspects such as planning and coordination of annual operations, overseeing budget, and coordinating communication with the partners and relevant EU delegations.
2. Provide support and strategic guidance to APT's partners and relevant stakeholders on all aspects relevant to the project, from substance to high level representation through project implementation and planning.
3. Ensure timely reporting and measurement of project implementation in line with donors' requirements, as well as APT's measurement framework.
4. Monitor political developments related to torture prevention in the countries of the project, as well as relevant UN developments and opportunities for advocacy.

5. Ensure that the lessons learnt, and substantive issues discussed within the project are mainstreamed and institutionalised within the APT;
6. Contribute to overall communication and policy debates as well as to other torture prevention projects and strategies, including in other countries, regions or globally, as relevant

Requirements: education and experience

- A degree in social sciences studies, political sciences, human rights or law.
- Excellent project management skills, from project implementation and monitoring to evaluation and reporting. At least five to seven years of work experience in managing complex projects. Prior experience managing EU funded project an asset.
- Excellent verbal and written communication skills in English. Other languages an asset, in particular languages of the project's countries (Malay, Thai or Filipino)
- Strong political, diplomatic and analytical skills
- Training and public speaking experience; as well as experience of representing organisations with a wide variety of stakeholders
- Demonstrated capability to thrive in a multicultural team, as well as show initiative and operate autonomously
- Strong commitment to human rights and APT's values, and demonstrated ability to work in a team in a highly collaborative environment
- Prior experience working in South East Asia an asset.

Salary: 74'000CHF - 84'000 CHF (annual basis), depending on experience

Benefits: standard pension schemes; 25 days of holidays annually (pro rata temporis) plus national holidays and additional days during the end of the year break; flexible working hours. We pay attention to private life – including family - and work balance, and we emphasise well-being.

Working environment: Exceptional working environment in APT eco-friendly building, located in the greenery, nearby public transportation and United Nations.

HOW TO APPLY

Recruitment Timetable

Deadline for applications: 21 November 2022 EOB - First interviews 24-25 November.

Recruitment process

Applications should be done in English, and include:

- A one page motivation letter.
- A CV (maximum two pages).



- Contact details of two recent professional referees.

Applications should be sent by email to jobs@apt.ch (subject line: Project Manager). Application package should be saved according to the following category: surname_name_projectmanager.

Please note that only shortlisted candidates will be contacted for interviews.

APT is guided by human rights based approach and welcomes applications from qualified individuals irrespective of their race, religion, skin colour, nationality, age, disability status, ancestry, sex, sexual orientation, gender identity or expression, marital status, family structure, mental health status, or any other characteristic. Our policies encourage a workplace free from discrimination and any form of harassment.

WHO WE ARE?

45 years of torture prevention

As the world's leading organisation dedicated to preventing torture, the APT has contributed to increased transparency and independent oversight of places of detention. We provide expertise to support our partners and we advocate for greater action on the global stage.

We now have evidence that a combination of concrete measures to reform laws, policies and practices contribute to reduce the risks of torture and ill-treatment and make societies safer for all.

OUR VISION

Societies without torture or ill-treatment

OUR MISSION

- **Mobilise** against torture through prevention: *we generate support for prevention from international, regional and national State and non-State actors*
- **Engage** relevant actors in constructive dialogue: *we facilitate cooperation between many stakeholders to identify specific and sustainable solutions to prevent torture and ill-treatment*
- **Support** national efforts to protect persons at risk: *we offer strategic advice, tools and expertise to our partners working at the national level to prevent torture and ill-treatment*
- **Drive** new thinking and analysis: *we inspire action to prevent torture and ill-treatment through our ongoing research into its risk factors and root causes*

OUR VALUES AND PRINCIPLES

The APT is an international independent non-governmental organisation guided by strong values that form the basis of our identity and our work:

- Commitment:
- Inclusion & equality:
- Integrity and transparency:
- Partnerships:
- Quality and perseverance:
- Continuous learning and creativity:

OUR APPROACH

Our work is guided by our 2020-2023 Strategic plan. We implement it through:

PARTNERSHIPS We work closely with monitoring bodies, especially NPMs, who are strategic partners in our work to achieve systemic change. We join forces with other long-standing partners, including civil society organisations, national human rights institutions, international and regional human rights bodies and law enforcement institutions, while also engaging new partners in academia, the media and cultural institutions. We make full use of our recognised convening power to build bridges among different actors in support of torture prevention.

GLOBAL REACH THROUGH DIGITALISATION We develop partnerships, possibly through in-country representatives, and work holistically on the implementation of the different strategies. Direct experience at the national level enables us to scale up and reach out globally through online tools and digital learning. Our ambition is to form a roster of experts and trainers, based in different regions, to contribute to face-to-face workshops. This will support the development of expertise while also promoting proximity, South-South exchanges and a reduced carbon footprint.

COMMUNICATION AND INNOVATION Communication is a central part of our work, both globally and nationally, through a redeveloped website and using new forms of communication, including digital storytelling, comics and podcasts. We drive innovative research on the root causes of torture and ill-treatment and pilot new technology and communication strategies to share our insights, lead conversations and reach out to a broader audience.

AGILITY The APT adopted a new organisational structure to implement the Strategic Plan. We operate with a small core team of Senior Advisers who each contribute to a diversity of



association for
the prevention
of torture

expertise, competencies and talents. The strength of APT lies in its team and we are committed to investing in the wellbeing and development of our staff.

OUR TEAM We are a small, multicultural and agile team of 16 people, based in Geneva with three colleagues based in Brazil, Mexico and Thailand. We promote all talents, creativity and an environment where everyone can thrive.

Find more on www.apt.ch