

## ROLE PROFILE

### Senior Political Adviser

<b>JOB TITLE :</b>	Senior Political Adviser
<b>LEVEL / GRADE :</b>	
<b>UNIT :</b>	Programme
<b>BUDGET CODE:</b>	
<b>NUMBER OF YEARS IN POSITION :</b>	-
<b>REPORTING TO :</b>	Food for Life Senior Campaign Manager
<b>DIRECT REPORTS (please specify):</b>	None
<b>LOCATION :</b>	Nairobi, Elsewhere in East Africa, Johannesburg
<b>EFFECTIVE FROM:</b>	-

#### MAIN PURPOSE OF THE JOB

- To develop, lead, and implement the political strategy for Greenpeace Africa's *Food for Life* campaign, and to provide direction on the political and legislative components of this campaign to the team.
- To develop essential relationships with key political allies and civil society partners in order to conduct effective advocacy for the *Food for Life* campaign.
- To advocate to political and civil society audiences the political aims of the *Food for Life* campaign, and to develop policy on specific issues relating to this campaign as and when the need arises.
- To ensure coherence and synergies between the *Food for Life* campaign political strategy, and the political strategies of the other areas of the GPAf programme.
- To ensure coherence and synergies between the GPAf *Food for Life* campaign political strategy and the global Greenpeace *Food for Life* campaign's political strategy.
- To identify opportunities where political and legal achievements in Africa can contribute to the global *Food for Life* campaign objectives and work with the relevant regional and global teams to implement them.

<b>PREFERRED ACADEMIC QUALIFICATION</b>	University Degree in Political Science/International Relations/Social Sciences or other relevant field. Expertise in or knowledge of agriculture an asset. Life experience equivalent to academic qualification will also be considered.
<b>PREFERRED MINIMUM EXPERIENCE AND REQUIREMENTS</b>	<ul style="list-style-type: none"> <li>• Minimum of five years proven expertise and knowledge in high level political negotiations in</li> </ul>

	<p>Africa.</p> <ul style="list-style-type: none"> <li>• Minimum of five years proven expertise in policy development in Africa.</li> <li>• Proven ability to conduct effective advocacy/lobbying</li> <li>• Proven ability to lead and coordinate delegations at external meetings.</li> <li>• Proven ability to effectively adjust plans to rapidly changing circumstances, and to operate under pressure.</li> <li>• Excellent communication skills, including outstanding writing and speaking skills, as well as a proven ability to present data effectively in all forms of media.</li> <li>• Fluent in written and spoken English. Swahili and advantage.</li> <li>• Excellent negotiation skills.</li> <li>• Ability to employ tact and diplomacy.</li> <li>• Ability to engage with people from a variety of backgrounds</li> <li>• Flexibility and willingness to travel frequently.</li> <li>• Networking and relationship-building/relationship-nurturing skills.</li> <li>• Existing relationships in political fora in East Africa.</li> <li>• Knowledge/Experience of working with various political bodies in Africa, including regional political and economic blocs in East Africa, the AU, and various civil society organisations and coalitions in East Africa.</li> <li>• Knowledge of the political, socio-economic, environmental, and developmental context on the continent, and especially within East-Africa.</li> </ul>
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Competency category	Competency	Competency importance	Requested proficiency level
<b>ORGANISATIONAL COMPETENCIES</b>	<ul style="list-style-type: none"> <li>• Professionalism</li> <li>• Achievement</li> <li>• Interpersonal relationships</li> <li>• Knowledge Sharing</li> <li>• Values Diversity</li> <li>• Innovation</li> <li>• Self-starter</li> </ul> <p><b>Attitudes</b></p> <ul style="list-style-type: none"> <li>• Identification of Greenpeace goals and supportive of Greenpeace values</li> <li>• Stress resistance</li> <li>• Integrative thinking</li> <li>• Ensure confidentiality of information pertaining to Greenpeace</li> <li>• Flexibility</li> <li>• Positive thinking</li> <li>• Collaborative</li> <li>• Enthusiasm</li> <li>• Discretion and confidentiality</li> <li>• Proactiveness</li> </ul>	<ul style="list-style-type: none"> <li>• 4</li> <li>• 3</li> <li>• 4</li> <li>• 4</li> <li>• 4</li> <li>• 4</li> <li>• 3</li> <li>• 4</li> </ul> <ul style="list-style-type: none"> <li>• 4</li> </ul> <ul style="list-style-type: none"> <li>• 3</li> <li>• 3</li> <li>• 4</li> </ul> <ul style="list-style-type: none"> <li>• 4</li> <li>• 3</li> <li>• 4</li> <li>• 4</li> <li>• 4</li> <li>• 4</li> <li>• 4</li> </ul>	<ul style="list-style-type: none"> <li>• 4</li> <li>• 3</li> <li>• 4</li> <li>• 4</li> <li>• 3</li> <li>• 2</li> <li>• 4</li> </ul> <ul style="list-style-type: none"> <li>• 4</li> </ul> <ul style="list-style-type: none"> <li>• 3</li> <li>• 3</li> <li>• 4</li> </ul> <ul style="list-style-type: none"> <li>• 4</li> <li>• 3</li> <li>• 4</li> <li>• 4</li> <li>• 4</li> <li>• 4</li> <li>• 4</li> </ul>
<b>FUNCTIONAL COMPETENCIES (TECHNICAL)</b>	<p><b>Languages</b></p> <ul style="list-style-type: none"> <li>• Fluency in written and spoken English</li> </ul> <p><b>Office and Application Software</b></p> <ul style="list-style-type: none"> <li>• Knowledge/Experience in MS Office</li> <li>• Knowledge/Experience in E-mailing</li> </ul> <p><b>Public Relations/Media Techniques</b></p> <ul style="list-style-type: none"> <li>• Understanding of the media</li> </ul>	<ul style="list-style-type: none"> <li>• 4</li> </ul> <ul style="list-style-type: none"> <li>• 3</li> <li>• 3</li> </ul> <ul style="list-style-type: none"> <li>• 3</li> </ul>	<ul style="list-style-type: none"> <li>• 4</li> </ul> <ul style="list-style-type: none"> <li>• 3</li> <li>• 3</li> </ul> <ul style="list-style-type: none"> <li>• 3</li> </ul>

	<p>advocacy needs of a campaigning organisation.</p> <ul style="list-style-type: none"> <li>• Understanding of the roles that science, politics, economics, industry, media, and social change play in campaigning.</li> <li>• Skills in written and verbal communication.</li> <li>• Fluency in technical, scientific, financial, legal writing.</li> <li>• Writing/Final-editing.</li> <li>• Be media trained so as to act as a spokesperson (including experience with written and spoken media interviews)</li> </ul> <p><b>Ecological/Political/Legislation</b></p> <ul style="list-style-type: none"> <li>• Awareness and knowledge of ecological situation (National, Regional, Continental, International).</li> <li>• Awareness and knowledge of local, regional, and continental socio-economic environment.</li> <li>• Awareness and knowledge of local, regional, and continental political environment.</li> <li>• Knowledge of the AU, various regional organisations, economic and political blocs in Africa.</li> <li>• Knowledge and/or experience in (inter)national politics and laws.</li> </ul> <p><b>Campaign Tools</b></p> <ul style="list-style-type: none"> <li>• Knowledge/Experience in research, investigation, analysis, and reporting.</li> </ul>	<ul style="list-style-type: none"> <li>• 4</li> <li>• 4</li> <li>• 4</li> <li>• 2</li> <li>• 4</li> </ul>	<ul style="list-style-type: none"> <li>• 4</li> <li>• 4</li> <li>• 4</li> <li>• 3</li> <li>• 3</li> <li>• 3</li> <li>• 4</li> </ul>
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	<ul style="list-style-type: none"> <li>• Knowledge/Experience in campaigning.</li> <li>• Knowledge/Experience in activism.</li> <li>• Knowledge/Experience in lobbying.</li> </ul>	<ul style="list-style-type: none"> <li>• 4</li> <li>• 3</li> <li>• 4</li> </ul>	<ul style="list-style-type: none"> <li>• 4</li> <li>• 3</li> <li>• 4</li> </ul>
	<p><b>Coordination</b></p> <ul style="list-style-type: none"> <li>• Knowledge/Experience in facilitation.</li> </ul>	<ul style="list-style-type: none"> <li>• 2</li> </ul>	<ul style="list-style-type: none"> <li>• 3</li> </ul>
	<p><b>Business Administration</b></p> <ul style="list-style-type: none"> <li>• Knowledge/Experience in crisis management.</li> <li>• Knowledge/Experience in international human rights law and criminal law.</li> <li>• Knowledge/Experience in event management and/or logistics and planning of international meetings.</li> </ul>	<ul style="list-style-type: none"> <li>• 3</li> <li>• 3</li> <li>• 2</li> </ul>	<ul style="list-style-type: none"> <li>• 3</li> <li>• 3</li> <li>• 2</li> </ul>
	<p><b>Method Related</b></p> <ul style="list-style-type: none"> <li>• Knowledge and understanding of the NGO sector.</li> <li>• Budgeting (Preparing, presenting, monitoring).</li> <li>• Negotiation skills.</li> <li>• Public speaking.</li> <li>• Presentation and reporting skills.</li> <li>• Project management.</li> <li>• Time management.</li> <li>• Work under pressure.</li> <li>• Attention to details.</li> <li>• Experience in international cooperation.</li> <li>• Decision making.</li> <li>• Risk (legal, reputation, communication impact) assessment.</li> <li>• Analytical skills.</li> </ul>	<ul style="list-style-type: none"> <li>• 4</li> <li>• 2</li> <li>• 4</li> <li>• 4</li> <li>• 4</li> <li>• 4</li> <li>• 3</li> <li>• 4</li> <li>• 4</li> <li>• 4</li> <li>• 3</li> <li>• 4</li> <li>• 4</li> </ul>	<ul style="list-style-type: none"> <li>• 4</li> <li>• 3</li> <li>• 4</li> <li>• 4</li> <li>• 4</li> <li>• 4</li> <li>• 3</li> <li>• 4</li> <li>• 4</li> <li>• 4</li> <li>• 3</li> <li>• 4</li> <li>• 4</li> </ul>

	<ul style="list-style-type: none"> <li>Monitoring and evaluation of political strategy effectiveness</li> </ul>	<ul style="list-style-type: none"> <li>3</li> </ul>	<ul style="list-style-type: none"> <li>4</li> </ul>
<b>FUNCTIONAL COMPETENCIES (SELF/ SOCIAL)</b>	<ul style="list-style-type: none"> <li>Build and manage relationships (Various external contacts: political and economic bodies, government contacts, AU, NGO's, civil society coalitions).</li> <li>Being a team player</li> <li>Tact and diplomacy</li> <li>Assertive</li> <li>Intellectual ability to understand and analyze scientific, legal, technical issues necessary for the job.</li> <li>Ability to synthesise scientific, legal, technical issues and to communicate them in wording, adapted to a target audience.</li> <li>Planning and organising.</li> </ul>	<ul style="list-style-type: none"> <li>4</li> <li>4</li> <li>4</li> <li>3</li> <li>4</li> <li>4</li> <li>3</li> </ul>	<ul style="list-style-type: none"> <li>4</li> <li>4</li> <li>4</li> <li>3</li> <li>4</li> <li>4</li> <li>3</li> </ul>
<b>FUNCTIONAL COMPETENCIES (LEADERSHIP)</b>	<ul style="list-style-type: none"> <li>Strategic orientation and managing vision.</li> </ul>	<ul style="list-style-type: none"> <li>3</li> </ul>	<ul style="list-style-type: none"> <li>3</li> </ul>

**Competency importance:** 1=important; 2=very important; 3=extremely important; 4=critical

**Requested proficiency level:** 1=beginner; 2=basic; 3=intermediate; 4=advanced

KEY PERFORMANCE AREAS	KEY PERFORMANCE INPUTS /ACTIVITIES	KEY PERFORMANCE INDICATORS	WEIGHT
<b>Issue Development</b>	<ul style="list-style-type: none"> <li>Lead the development and implementation of the regional political, strategic, and legislative components of the Food for Life campaign.</li> <li>Develop scenarios and strategic political roadmaps for the campaign in support of the global strategy.</li> <li>Coordinate the development of policies on relevant issues to ensure that Greenpeace Africa can respond effectively to new opportunities and influence the development and implementation of environmental and/or agricultural legislation, and meet campaign objectives.</li> <li>Be able to operate in fast-changing circumstances with the ability to quickly and effectively adjust plans to best deliver objectives.</li> </ul>	<ul style="list-style-type: none"> <li>Greenpeace Africa's Food for Life campaign has a political strategy, with scenarios and strategic political roadmaps, which are implemented effectively and support the global political strategy</li> <li>Greenpeace Africa has developed policies on relevant issues, as and when necessary.</li> <li>Greenpeace Africa is flexible and can adjust its plans quickly to best deliver objectives.</li> <li>Develop a system to manage and record success and learning from our political strategy to ensure longevity of campaigns and transfer of knowledge</li> </ul>	30%
<b>Representation</b>	<ul style="list-style-type: none"> <li>Represent Greenpeace Africa and/or lead delegations to national/regional/international political fora, specifically on Food for Life issues.</li> <li>Lobby key political targets to implement the Food for Life strategy.</li> </ul>	<ul style="list-style-type: none"> <li>Greenpeace Africa is represented adequately at various political fora, specifically on Food for Life issues.</li> <li>Lobby targets are reached and relationships cultivated and maintained over the long term.</li> </ul>	20%
<b>Networking/Relationship Building</b>	<ul style="list-style-type: none"> <li>Develop, maintain, and nurture extensive contacts and relationships with all relevant political bodies and NGO's in order to build effective networks and partnerships that promote our campaign and organisational objectives.</li> <li>Proactively identify and act upon opportunities to establish new internal and external networks.</li> </ul>	<ul style="list-style-type: none"> <li>Various networks and relationships are built, maintained, and nurtured to best deliver objectives.</li> <li>Manage and maintain a contact database to improve the transfer of knowledge internally.</li> </ul>	15%
<b>Communications</b>	<ul style="list-style-type: none"> <li>Prepare and/or, where appropriate, commission reports, substantive briefings, updates, and talking points with the campaign and communications teams to ensure the consistent external communication of issues.</li> </ul>	<ul style="list-style-type: none"> <li>All relevant issues are communicated to the external world effectively.</li> <li>Greenpeace Africa is represented in all forms of media on the political topics of the relevant campaigns.</li> </ul>	5%

	<ul style="list-style-type: none"> <li>• Represent Greenpeace Africa in all forms of media, both proactively and reactively.</li> </ul>		
<b>Research</b>	<ul style="list-style-type: none"> <li>• Maintain a general knowledge of recent and relevant environmental, agricultural, legislative, and political developments in the fields, ensuring that Greenpeace Africa is able to respond effectively to new developments.</li> <li>• Research and analyze relevant topics for creating/adjusting political strategy as relevant.</li> <li>• Research and analyze relevant topics for new policy positions within GPAf (coordinated with the global campaign)</li> </ul>	<ul style="list-style-type: none"> <li>• Greenpeace Africa is aware of all relevant environmental, legislative, and political developments in the fields.</li> <li>• Internally manage and track political research to be conducted across the issues and campaigns to decrease duplication and increase efficiency across the continent.</li> <li>• Share and collaborate with other political advisors working on similar issues recent developments to improve cohesiveness in messaging and synergise political objectives across campaigns when possible.</li> </ul>	10%
<b>Budgeting</b>	<ul style="list-style-type: none"> <li>• Ensure that projects are properly budgeted for.</li> <li>• Manage budget and ensure that there is no overspend.</li> <li>• Identify and implement the most cost effective/strategic use of the budget.</li> </ul>	<ul style="list-style-type: none"> <li>• Budgets are managed in such a way that the political objectives are met within the approved budgets.</li> </ul>	5%
<b>Develop coherence and synergies</b> between the GPAf FFL political strategy and the political strategies of the other areas of the GPAf programme, and between global Greenpeace FFL strategy.	<ul style="list-style-type: none"> <li>• Ensure coherence and synergies between Greenpeace Africa’s different campaign political strategies, as well as between the campaigns’ global political strategies.</li> <li>• Work with other political advisors, campaigners, and international project leaders in Greenpeace internationally: to advise on and develop policies; for support; and to provide strategic thinking assistance on the campaigns. Highlight potential international or regional political opportunities, and ascertaining which multilateral political bodies need to be influenced to meet organisational and campaign objectives.</li> <li>• If intersections with Greenpeace Africa’s Oceans,</li> </ul>	<ul style="list-style-type: none"> <li>• There is coherence and consistency between the GPAf Food for Life and other campaigns’ political strategies as well as Greenpeace’s global campaigns’.</li> <li>• Develop and support the monitoring and evaluation of our political strategies in line with organisational objectives and goals.</li> </ul>	15%

	Energy or Forest work are found, this is communicated to the relevant teams.		
			<b>100%</b>