

## **Organization Description**

Founded in 1983, The Advocates for Human Rights is a volunteer-driven independent nonprofit organization based in Minneapolis whose mission is to implement international human rights standards to promote civil society and reinforce the rule of law. The Advocates works in our home community and in partnerships around the globe to end violence against women, ensure accountability for human rights violations, protect the rights of refugees and immigrants, abolish the death penalty, and train human rights defenders. Recognizing that each of us has a part to play in building the human rights movement, The Advocates engages hundreds of volunteers each year in legal representation of asylum seekers, human rights documentation and advocacy, community engagement, and other projects.

**Women's Human Rights Program:** The Advocates works globally to end violence against women by strengthening legal systems' responses to domestic violence, sexual assault, and human trafficking. In partnership with women's human rights defenders, The Advocates has published over 25 reports documenting human rights violations relating to gender-based violence. With a special focus on countries in the former Soviet Union, The Advocates trains emerging women's human rights advocates on effective human rights-based advocacy. The Advocates runs the global online resource [StopVAW.org](http://StopVAW.org), and is a major contributor to UN Women's [Virtual Knowledge Centre to End Violence Against Women and Girls](http://Virtual Knowledge Centre to End Violence Against Women and Girls).

**International Justice Program:** A global leader in the movement to abolish the death penalty, The Advocates serves on the leadership team of the World Coalition Against the Death Penalty, provides training to human rights defenders around the world, and partners with death penalty abolitionists to report to the United Nations on human rights violations. The Advocates also works with LGBTI human rights defenders, training on human rights advocacy and partnering to bring international attention to human rights violations through advocacy before the United Nations. The Advocates also works to hold human rights violators accountable by strengthening the capacity of communities living in their home countries and in diaspora to access international justice mechanisms at the United Nations. The Advocates published its comprehensive toolkit, [Paving Pathways for Justice & Accountability: Human Rights Tools for Diaspora Communities](http://Paving Pathways for Justice & Accountability: Human Rights Tools for Diaspora Communities), in 2014.

**Refugee and Immigrant Program:** The Advocates provides direct legal representation to asylum seekers, unaccompanied children, trafficking victims, and people in federal immigration detention in the Upper Midwest. The Advocates is a national provider of training and technical assistance to asylum attorneys and operates the National Asylum Help Line.

**Human Trafficking Initiative:** The Advocates works to end human trafficking in Minnesota through fact-finding, documentation, advocacy, and policy development. The Advocates' 2007 Sex Trafficking Needs Assessment set the stage for successful advocacy to increase penalties against traffickers and develop the Safe Harbor for Sexually Exploited Youth system. Following The Advocates' 2016 report on labor trafficking, we have partnered to provide statewide multi-system training and develop model protocols to identify and end labor trafficking.

The Advocates' Nepal School Project provides free education to nearly 350 children in the rural Sankhu-Palubari region of the Katmandu Valley.

### **Position Summary**

The Volunteer will help build capacity to engage volunteers, human rights defenders, and the public in The Advocates' international advocacy around women's human rights, death penalty abolition, LGBTI rights, human trafficking, and other priority issues. The Volunteer will work with the Women's Human Rights and International Justice programs.

### **Main Responsibilities**

- Support planning, logistics, and training for international missions including UN advocacy, fact-finding, and training workshops.
- Support planning and logistics for U.S.-based events including volunteer training, lectures, conferences, and other events designed to foster greater understanding of human rights.
- Support maintenance and content creation activities for our Violence against Women online resource, [www.StopVAW.org](http://www.StopVAW.org).
- Supervise and coordinate remote volunteers and interns who update The Advocates' online database of deadlines for reporting to UN and regional human rights bodies: <http://www.theadvocatesforhumanrights.org/deadlines>.
- Support publication and dissemination of human rights reports, submissions to the UN, workshop and training curricula, factsheets, and other materials.
- Serve as initial point of contact for volunteer, internship, and informational inquiries.
- Coordinate and match potential research volunteers with suitable research projects.
- Work with the communications team to develop social media and website content.

### **Supporting The Advocates**

- Greet asylum clients and other visitors on rotation at the front desk.
- Assist with all-hands-on-deck activities including mailings and events.
- Other duties as assigned.

### **Skills and Attributes**

- Proficiency in Microsoft Office required. Familiarity with Adobe Creative Suite applications a plus.
- Attention to detail and ability to manage information, data, and systems with accuracy and on deadline.
- Ability to work both independently and effectively as part of a team.
- Strong interpersonal and communication skills, including ability to work with people of diverse backgrounds and to provide support and supervision to a range of volunteers and interns.
- Commitment to human rights, social justice, and international affairs.
- Proficiency in Russian preferred.