

Job/Role Title Senior Political Advisor

Grade F

Location Geneva, Switzerland

Role Purpose:

The Senior Political Advisor will contribute to the Nexus Secretariat by providing strategic policy guidance on SRHR negotiations with the aid of political and analyses to provide tailored advice to UN member states in negotiations; managing the coordination of the Nexus Initiative's day-to-day work in Geneva; building close and collaborative relationships and networks with a wide range of civil society partners, UN Member States, UN agencies; and contributing to the implementation the new Nexus Strategy of the Nexus Secretariat.

Context of Role:

The Nexus Initiative is a government-owned, cross-regional initiative of like-minded governments committed to defending and advancing sexual and reproductive health and rights (SRHR), including its strong links to gender equality, at the United Nations (UN). The Nexus Initiative is supported by a small secretariat that is independently hosted at the International Planned Parenthood Federation (IPPF).

Deliverables:

- **Strategic Coordination & Advocacy**
Facilitate Nexus activities in Geneva, including strategic planning, stakeholder engagement and convenings, technical assistance, and monitoring of UN negotiations. Identify and advise on opportunities to advance SRHR and gender equality in priority UN processes.
- **Political Analysis & Intelligence Sharing**
Track and analyze global and regional political developments, voting records, and country positions to inform strategy. Attend UN negotiations and share timely insights with Nexus Members.
- **Stakeholder Engagement & Representation**
Build and maintain relationships with UN missions, UN agencies, civil society, subsidiary bodies, functional commissions, and other Geneva-based actors. Represent the Secretariat at relevant meetings and events, and coordinate civil society advocacy around key UN moments as necessary.
- **Content Development & Facilitation**
Develop tailored advocacy materials (e.g., briefings, talking points, joint statements, strategy documents, capacity building presentations) and support the planning and facilitation of Nexus meetings and events, both online and in-person.
- **Strategy Implementation & Donor Engagement**
Contribute to the Nexus Strategy and annual workplan, including the Nexus Retreat. Support donor engagement and donor reporting, including input into MEL frameworks. Perform other related tasks as necessary and appropriate.
- **Leadership & Compliance**
Act on behalf of the Director when needed. Uphold IPPF's anti-racism and workplace policies to enhance internal operations and external engagement.

Reporting/Management Responsibility:

- Report to the Nexus Secretariat Director; and regularly collaborates with the Nexus Initiative's Members, the Secretariat, UN agencies, and civil society partners.
- At times, assumes matrix management / reporting responsibilities to other Members of the Nexus Secretariat based on specific project roles and responsibilities.

Expertise/Skills:

- **Strategic Advocacy & Multilateral Engagement**
Proven expertise in developing and executing impactful political advocacy strategies within multilateral fora, particularly on sexual and reproductive health and rights (SRHR) and gender equality. Demonstrated success in influencing outcomes at the World Health Assembly (required) and Human Rights Council (desirable).
- **UN & Governmental Systems Knowledge**
Deep understanding of UN structures and processes in Geneva, with additional insight into national government systems. Extensive and effective experience in UN negotiations—whether as a diplomat, civil society representative, or UN staff—is highly desirable.
- **Coalition & Civil Society Experience**
Strong background in working with NGOs and coalitions, with a clear commitment to SRHR, reproductive justice, intersectionality, gender equality, and human rights.
- **Influencing & Negotiation Skills**
Effective and proven negotiation and influencing capabilities, strong diplomatic and multilateral experience, ability to leverage existing diplomatic relationships and networks, particularly, in Geneva.
- **Policy and Legal Analysis**
Solid analytical skills and the ability to summarize and simplify complex policy information into accessible tool. Ability to interpret international legal principles to support advocacy positions and navigate complex negotiations.
- **Political Acumen & Agility**
In-depth knowledge of global political dynamics affecting SRHR and gender equality. Capable of anticipating, countering, and responding to anti-SRHR and anti-gender efforts in UN processes.
- **Language & UN Norms**
Strong knowledge of agreed international language on SRHR, gender and women and girls' in UN mechanisms.
- **Communication**
Skilled in simplifying and communicating complex policy information. Exceptional writing and communication skills in English (required), with proficiency in other UN languages—especially, French, Spanish, or Arabic (desirable).
- **Interpersonal & Cultural Competence**
Diplomatic and articulate, with excellent interpersonal skills and the ability to engage effectively across cultures and at multiple levels, including UN agencies, missions, and civil society.
- **Ethics & Discretion**
Strong awareness of power dynamics, integrity in interactions, and sound judgment in maintaining confidentiality and exercising diplomatic discretion.
- **Remote & Global Teamwork**
Self-directed and proactive, comfortable working independently and across time zones. Comfort with remote working, combined with in-person attendance at negotiations and meetings, as required. Willingness to travel internationally (up to 5%).
- **Organizational & Technical Skills**
Excellent time management and administrative abilities. Strong attention to detail. Proficient in Microsoft Office tools; database skills are a plus.
- **Safeguarding Commitment**
Demonstrates a clear understanding of safeguarding principles in both local and international contexts.
- **Personal Attributes**

Flexible, proactive, and collaborative team player with a kind and inclusive approach

Your Ethos:

- Demonstrate an understanding of and commitment to safeguarding in a local and international context.
- Demonstrates ability and willingness to work in a diverse, multicultural, multilingual, and intergenerational environment that is anti-racist and respectful of others.
- An intersectional feminist passionate about sexual reproductive health care rights + justice, including safe abortion.
- Supportive of people's rights regardless of sexuality or gender identity/expression and supportive of workers' rights and access to health care in sex work.

IPPF is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all employees, volunteers, contractors and partners to share this commitment. Anyone employed with IPPF agrees to sign and adhere to IPPF's Code of Conduct and Safeguarding (Children and Vulnerable Adults) Policy.