



VACANCY NOTICE FOR TECHNICAL AND SUPPORT STAFF POSITIONS FOR EISA-ELECTION OBSERVER MISSION TO LIBERIA 2023 PRESIDENTIAL AND HOUSE OF REPRESENTATIVES ELECTIONS

Electoral Institute for Sustainable Democracy in Africa (EISA), acting as an implementing partner for USAID, is seeking to recruit technical and administrative staff for support functions assigned to the EISA Election Observation Mission (EISA- EOM) to Liberia. The EISA-EOM is meant to assess the integrity of the Liberia 2023 Presidential and House of Representatives elections through the deployment of an EISA Election Observer Mission project, covering eighteen months from December 1, 2022, to May 31, 2024. All positions are national, project-based assignments based in Monrovia and offer successful applicants the opportunity to gain valuable experience working for a regional organization in the field of elections and democracy.

All candidates should be non-partisan and willing and flexible to work in an environment with an intensive workload, have an excellent command of English, good analytical and drafting skills, and be familiar with MS Windows, Excel and Outlook. Candidates must be willing to work flexible hours and be able to perform under tight deadlines.

All posts below are in-office positions based in Monrovia, Liberia for fixed contract periods extending no later than May 31, 2024. EISA reserves the right not to appoint to any position advertised at its discretion.

About EISA:

EISA is a continental not-for-profit organization located in Johannesburg, South Africa, and Abidjan, Cote d'Ivoire with field offices in the Central African Republic, Democratic Republic of Congo, Gabon, Madagascar, Niger, Chad, Liberia, and Sudan. EISA has continental and sub-regional programmes. EISA strives for excellence in the promotion of credible elections, citizen participation and the strengthening of political institutions for sustainable democracy in Africa.

GENDER AND SOCIAL INCLUSION SPECIALIST

S/he will look at issues related to women, youth, persons with disabilities, and other marginalized groups' participation in the elections. The Gender and Social Inclusion Specialist will monitor and analyze the participation of women and other marginalized groups in the electoral process, as candidates, voters, and election administrators. This will involve meeting with women candidates, party activists and electoral administrators, and with domestic women's NGOs.

The Gender and Social Inclusion Specialist should coordinate closely and share information with the Security and Legal Analysts. S/he will work under the supervision of the FOD and Election Expert and will:

- Assess the extent to which the electoral system is inclusive and representative.
- Assess equality issues in the management and administration of the elections including if all persons, including socially vulnerable groups, illiterate voters, persons with disability politically marginalized groups, ethnic/national minorities, women, and special needs groups can access and participate in the process on an equal basis.
- Assess the extent to which these groups' needs are addressed in the civic/voter education programme.
- Maintain regular relations with election analysts of other international observation missions.

- Maintain regular relations with election analysts from Civil Society Organisations (domestic and international) – including religious groups – and other international organizations involved in the election process.
- Liaise with domestic observer groups and other national or international nongovernmental organizations engaged in the election process.
- Perform any other duty required for the good functioning of the EISA- EOM.

Desirable qualifications include: A Master’s degree or equivalent in social sciences, human rights, gender/women's studies, international development, or a related field is required. At least five years of working experience on gender and social inclusion issues, mainstreaming the engagement of vulnerable and marginalized groups in democracy and governance processes; sound practical knowledge on women’s political participation programming including on gender-responsive electoral processes; sound knowledge of international standards on human rights, women’s rights and related instruments; experience in researching gender issues, carrying out gender gap analysis, and analyzing the participation and representation of vulnerable groups in electoral and political processes; background in Liberia politics and culture is highly desirable; leadership skills, cross-cultural understanding, and the ability to provide advice and guidance regarding democracy promotion are required.

Applications with relevant CV, two professional references and specifying the position being applied for in the subject line should be sent to zahira@eisa.org by not later than 30 December 2022. Only shortlisted candidates will be contacted. All positions are open to Liberian citizens only. EISA is committed to diversity and inclusion within its workforce and encourages qualified female and male candidates from all religious, ethnic and social backgrounds to apply. EISA reserves the right not to appoint.