**Job description - Senior International Cooperation Policy Officer**

**Purpose of the position:** The post holder will play an active role in the implementation of EDF’s strategy for International Cooperation “[EDF in the world](https://www.edf-feph.org/content/uploads/2021/01/EDF-in-the-world-International-cooperation-strategy-final.docx)”. She/he/they will focus on EU international policies affecting persons with disabilities, work with EDF partners and networks and engage in the work on EU delegations as well as other policy initiatives at global level.

**Main tasks:**

The Senior Policy Officer will reinforce EDF work on policy and advocacy in international cooperation. She/he/they will work on influencing the EU to ensure its global policies are inclusive of persons with disabilities, in line with Article 32 of the CRPD. All tasks will be carried out in line with decisions adopted by the governing bodies of the EDF and under the supervision of EDF International Cooperation Manager, with the support of the EDF Head of Policy.

**Main responsibilities:**

* Follow and advocate for the implementation of the European Strategy on the Rights of Persons with Disabilities 2021-2030 chapter 6 – Promoting the rights of persons with disabilities globally.
* Monitor developments, policies, and actions in relation to disability covering the fields of international cooperation at EU level, in particular:
  + The relevant EU budget programmes: Neighbourhood Development and International Cooperation (NDICI)/ Global Europe
  + The EU country dialogues led by European External Action Service (EEAS)
  + The EU Action plan on human rights and democracy
  + The EU’s policy initiatives with different regions of the world (Latin American and Caribbean, Africa and Asia-Pacific)
  + Youth Action plan in EU External Action
  + The use of the Organisation for Economic Co-operation and Development's Development Assistance Committee (OECD DAC) marker by the EU
* Engage with DPOs in third countries to advocate for the rights of persons with disabilities in EU delegations and with the European External Action Service (EEAS)
* Strengthen EDF working relations with Organisations of Persons with Disabilities (DPOs/OPDs) in the EU partner regions
* Organise workshops, trainings and events and coordinate visits of delegations of persons with disabilities
* Alert EDF to threats and opportunities for persons with disabilities in EU international cooperation
* Provide political intelligence, analysis and a political overview to the International Cooperation Manager and Head of Policy, and the EDF governing bodies when necessary
* Propose priority areas for EDF’s engagement on relevant EU international cooperation policies
* Prepare in consultation with EDF members and experts written submissions to EU institutions (e.g., responses to public consultations, position papers, comments, statements, proposals for amendments, etc.)
* Write reports/toolkits as required, including our new yearly report on the EU in the world and disability
* Represent EDF in meetings with policymakers, experts and other stakeholders as required
* Work on briefings, preparation of speeches for EDF representatives taking part in events and conferences
* Provide the required comprehensive and tailored information about EU matters to effectively support EDF members in their work on international cooperation (conduct webinars on relevant policies, give guidance and answer queries from EDF members, prepare and participate in training or peer-exchange activities as required)
* Actively engage EDF and its member organisations in advocacy on international cooperation in line with EDF strategy
* Represent EDF in various civil society networks and using these networks for joint advocacy around disability inclusion in European external policy, particularly the Human Rights and Democracy Network (HRDN), CONCORD and the International Disability and Development Consortium (IDDC)
* Follow the work of the European Commission (EEAS, DG INTPA), European Parliament (AFET, DEVE, DROI) and Council of the EU with regards to international policies (COHOM)
* Promote inclusive international cooperation dialogue at the EU level including ensuring the voice and participation of persons with disabilities and their representative organisations
* Represent EDF at relevant meetings and events when specific policy and technical expertise is required
* Engage in other activities as requested