



FIXED TERM CONTRACT VACANCY

1 March 2024 - 1 March 2025

(Possible extension for a year depending on job performance and the availability of funding availability)

LGBTI Inclusion Coordinator

Total Cost To Company: R201 600 Per Annum

Uthingo Network, formerly known as the Gay and Lesbian Network, is a KwaZulu-Natal [KZN] based human rights organisation that advocates for the rights of LGBTI+ persons with a specific focus on rural communities. Our mission is to ensure the recognition of LGBTI+ human rights at the community and policy levels through institutional change and partnerships in rural communities through human-centred approaches.

+ Job Title and Overview

LGBTI Inclusion Coordinator

As an LGBTI Inclusion Coordinator, you will play a crucial role in promoting and advancing the rights and inclusion of Lesbian, Gay, Bisexual, Transgender, and Intersex (LGBTI) individuals within communities. This position involves a combination of community outreach, education, and advocacy to foster a more inclusive and supportive environment for the LGBTI community.

+ Essential Job Functions

- **Team Management**
 - Manage a team of two peer educators.
 - Verify reported data before finalisation and submission.
 - Manage project acceleration plan, updates, and reviews and ensure implementation aligns with approved budget activities.
 - Support the peer education team to ensure that project timelines are adhered to, and that project targets are met timeously.
- **Community Outreach:**
 - Establish partnerships with local communities, organisations, accountability structures, businesses, and community leaders to promote LGBTI inclusivity.
 - Implement outreach activities to engage with diverse communities and stakeholders.
- **Education and Training:**
 - Conduct workshops, seminars, and training sessions on LGBTI awareness and inclusion.
 - Provide resources and educational materials to schools, workplaces, and community groups to enhance understanding of LGBTI issues.
- **Advocacy and Policy Development:**
 - Advocate for inclusive policies and practices at the local/provincial level.
 - Collaborate with policymakers to influence legislation that supports the rights and well-being of the LGBTI community.
- **Support and Counselling:**
 - Offer support and lay counselling services to LGBTI individuals facing discrimination or struggling with their identity.
 - Connect individuals with appropriate resources, support groups, and mental health services.
 - Create safe spaces for LGBTI networking, discussion, and community building.

- **Event Planning:**
 - Organise and coordinate events that celebrate LGBTI culture and history.
 - Create safe spaces for networking, discussion, and community building.
- **Media Engagement:**
 - Work with media outlets to increase positive representation of the LGBTI community.
 - Respond to and address misinformation or discriminatory narratives through media channels.

+ Requirements

- A three-year bachelor's degree/diploma in development studies, social sciences, arts, or relevant job-related experience.
- Valid driver's license
- Computer literacy (MS Office Suite)
- Willingness and ability to travel
- Strong understanding of LGBTI issues, including intersectionality and cultural competency.
- Excellent communication and public speaking skills in English and isiZulu.
- Excellent report-writing skills
- Experience in community organising, advocacy, or social justice work.
- Ability to work independently and collaboratively with diverse groups.
- Team player, able to work under pressure, manage conflicting deadlines and be flexible.
- Teamwork
- Presentation skills, including writing skills.
- High level of interpersonal skills, including interacting effectively and collaboratively with a broad range of public sector counterparts, donors, and other key stakeholders.
- Strong communication skills.
- Ability to consult, take initiative, multi-task, and coordinate multiple priorities.
- Effective conflict management skills.
- Clear and thoughtful communication, listening and social skills are essential.
- A strong commitment to and passion for the principles and practice of human rights.

Interested persons need to submit a resume with three contactable referees, along with a cover letter that will be assessed as a writing sample, and copies of certificates and ID with the reference "LGBTI Inclusion Coordinator" in the subject line via email to jobs@uthingonetwork.org.za no later than 12/02/2024. Please note that applications received after this date or with missing information will not be considered.

Only shortlisted candidates will be contacted - should you not hear from us two weeks after the closing date, you may consider your application unsuccessful. Uthingo Network reserves the right not to make an appointment and/or to extend the closing date to facilitate further searches.

We are an equal-opportunity employer. We particularly encourage applications from LGBTI people, people living with disabilities, women, and previously disadvantaged people.