



COMMUNITY MANAGER

Namati: Innovations in Legal Empowerment

July 2014

Seeking a resourceful leader who will energize our community of grassroots justice groups through online and in-person learning exchanges

About Namati

In a world where 4 billion people live outside the protection of the law, Namati is dedicated to putting the law in people's hands. We're building a movement of grassroots legal advocates who work with communities to advance justice. In under three years we've built a frontline of advocates in eight countries. They support hundreds of thousands of people in safeguarding their land and environment, making health services work better, and securing the rights of citizenship.

We draw on that grassroots experience to seek large-scale structural changes— we have already achieved policy changes that affect millions of people in multiple countries. And our ambitions don't end at the national level - our global campaign for internationally agreed justice targets has been endorsed by 200 organizations and four former Heads of State.

As we move into our next phase of development we're growing a global team of passionate, results-oriented, and big-hearted advocates. We may be spread around the world, but we are united by a common mission and a strong culture. And we have some hefty supporters, including an advisory board with leaders like Amartya Sen, Mo Ibrahim, Fazle Abed, and Madeline Albright.

We're just beginning. Please consider joining us.

For more information about Namati, please visit www.namati.org/about.



About the Position

Namati hosts a network of over 300 organizations from every region in the world. We are bound by a common purpose: helping people to use the power of the law to advance justice in their communities. Our network comes together online and in-person to share tools, learn from one another, and to build a stronger movement for legal empowerment.

Our network is young and growing; the Community Manager will lead us through a new stage of development. The ideal candidate will boost participation in network activities by designing and implementing rich learning opportunities for members and Namati staff alike. The Community Manager will cultivate new partnerships, experiment with emerging tools and technologies, and enhance our impact. Working closely with Namati's Program Director, the Community Manager will design a strategic vision and work plan, and will be responsible for bringing that plan to life. The Community Manager will also assess staff needs with the Program Director and recruit and manage additional team members as necessary.

Namati seeks a natural communicator with excellent writing ability, a talent for inspiring action, and a passion for justice.

Duties and Responsibilities

Program Development and Management

- In partnership with the Program Director, develop a strategic vision and work plan for the network; implement network initiatives accordingly.
- Monitor progress towards goals and identify strategic refinements as needed.
- Design creative and practical ways to evaluate our impact. Investigate and document instances where network members have improved their programming based on learning from other members.
- Look to the future. Liaise with members to identify areas for network growth. Keep an eye on emerging tools and technologies and apply them wisely.

Community-building

- Develop and implement a range of rich learning exchanges for legal empowerment practitioners.
 - Oversee the testing and launch of an online Questions and Answers platform. Rally expert voices and spark meaningful discussion.
 - Design and roll out a pilot exchange program for legal empowerment practitioners, in which members will participate in extended study visits.
 - Collaborate with network partners to plan and oversee major events, including regional meetings, webinars, trainings, and other convenings.
 - Solicit practical tools from network members and showcase them on our website, which houses the world's largest database of legal empowerment resources. Curate practitioner resources into toolkits, educational modules, blog posts, guides, or other content for members. Vet network-related web content prior to live access.
 - Improve Namati's internal systems for learning and collaboration among country teams; maximize the flow of knowledge between Namati's own programs and the greater network.
- Manage regular communications with network members.
- Identify new members and potential partners. Conduct strategic outreach and periodic recruitment campaigns.

About You

- Practical experience; experience in one or more developing nations; or an advanced degree in development, human rights, or a relevant field of practice preferred.
- Experience with any of the following activities: engaging and activating communities of practice; managing social media campaigns; building coalitions; leading local, national, or international advocacy; improving web usability; or online marketing.
- Fluency in English. Proficiency in additional languages preferred.
- Tech-savviness. This includes proficiency with content management platforms (e.g. Google, Dropbox), online collaborative software, or virtual conferencing tools.



Experience with Wordpress, Photoshop, Salesforce, or programming languages (e.g. CSS, HTML) is a plus.

- Project and staff management experience preferred.
- Clear and concise communication skills: able to succinctly and effectively describe complex ideas. Extraordinary writing, analysis, and editing skills.
- A proactive problem-solver: highly motivated and capable of identifying needs and taking productive action to address them.
- Highly organized, detail-oriented, and committed to excellence. Has a proven track record of managing work efficiently and effectively. Follows tasks through to their successful completion on schedule.
- A good sense of humor and ability to work in a collegial atmosphere.
- A demonstrated commitment to social justice.

Location: Placement in one of Namati's offices in Washington, DC; Oakland, California; New Delhi, India; Freetown, Sierra Leone; or remote working arrangements possible.

Compensation and Terms: Commensurate with experience. Excellent benefits package.

To Apply: Please email resume, writing sample, and cover letter to: employment@namati.org. In your email, please identify where you saw the job posting.

We are considering applications immediately and on a rolling basis.

Namati is an Equal Opportunity Employer.