Decent Work Coordinator - Pakistan

Starting Date: As soon as possible  
Contract type: Employment contract  
Salary: PKR 250,000  
Location: Lahore, Pakistan  
Application closing date: Midnight 9 January 2022 GMT

Background

Better Cotton is the world’s largest cotton sustainability programme. Our mission: to help cotton communities survive and thrive, while protecting and restoring the environment. In challenging times, we are meeting the challenge head on. Through our network of field-level partners we have trained over 2.5 million farmers - from the smallest to the largest - in 23 countries in more sustainable farming practices. A quarter of the world’s cotton is now grown under the Better Cotton Standard. We have united the industry’s stakeholders behind our efforts, from ginners and spinners to brand owners, civil society organisations and governments. Everyone who cares about cotton and its sustainable future can now be part of something better.

About this role

BCI is seeking a motivated and highly skilled Decent Work Coordinator in Pakistan with extensive knowledge of international and national labour rights, specifically on the topics of child labour, forced labour and gender equity. BCI’s Pakistan programme works with over 500,000 farmers organised into nearly 200 Producer Units of smallholder and medium-sized farms and 11 large farms. BCI’s work is delivered through its 8-strong Implementing Partner network.

Key responsibilities will include planning and operationalising the decent work strategy at country level, programme communication and coordination, capacity building, and assurance activities. This will include carrying out remote and on-site verification visits to farmers and projects working with BCI, with a specific focus on labour risks and worker interviews.

This role is embedded in the BCI Pakistan Implementation Team with a dotted (matrix) reporting line to the Global Decent Work Coordinator based in London. The Decent Work Coordinator will report to the Senior Implementation Coordinator and work closely with the Senior Decent Work Coordinator. It is expected that roughly 60% of the role will focus on designing and implementing decent work initiatives in Pakistan and support with fundraising (closely aligned with the global decent work strategy), and 40% of the role will work on ‘core’ operational activities; these include assessment visits to participating Producer Units, capacity building work, and data management.
Responsibilities

Assurance (verification) activities

- Develop strong understanding of BCI Assurance Programme and assessment procedures
- Working closely with the Pakistan Senior Decent Work Coordinator, adapt global assurance tools and processes including farmer and worker interview guides to account for context specific decent work risks in Pakistan as informed by the decent work risk assessment concluded in January 2022.
- Conduct regular assurance activities, including field-based farm assessments (or remote assessments when travel restrictions are in place), to verify whether farmers and projects meet all mandatory BCI requirements. These assessments cover all 7 Better Cotton Principles and Criteria, and the Decent Work Coordinator will be expected to master the indicators across all principles, including the social, management and natural resources-related ones
- Provide ongoing support on the Decent Work Principle to the BCI assessors and third-party verifiers to ensure they have a solid understanding of the identified contextual risks and methods of verification of these risks
- Support with the review of assessment reports against compliance with decent work requirements and, if needed, escalate risks or instances of labour violations to the Assurance Manager and/or the Global Safeguarding Manager as appropriate
- Conduct a timely analysis of producers’ self-assessment results to identify risk areas requiring a follow-up during the field (or remote) assessments. Provide necessary guidance on the interview questions, field observations, and document review to verify these risks
- Analyse assessment reports and self-assessment results to identify any risks or tendencies that need to be addressed through additional risk assessment or capacity building support
- Support producers’ in developing Corrective Action Plans to close out non-conformities with the Decent Work Principle and oversee their implementation

Training and capacity building

- Adapt the decent work-related training materials to country level, based on contextual issues identified in the country decent work risk assessment, with the view to raise awareness of the contextual risks and ways to mitigate them
- Develop and manage a process to assess the IPs’ decent work competencies
- In collaboration with the Country Implementation Team, deliver capacity building activities to country team members and Implementing Partners (IPs) to increase their decent work competencies, including ‘train the trainer’ activities which will allow IPs to upskill field-based staff
- Support IPs in developing child labour and forced labour risk mitigation measures and standard operating procedures
- Support partners in identifying effective training methods and help them develop relevant training materials on decent work for farmers and farm workers
- Explore innovative ways to improve outreach to BCI workers, including through worker voice technology, social media, mass communication channels, etc.
Decent Work Strategy Implementation

- Support in translating the Better Cotton’s Decent Work Strategy into a country-level operational plan, and oversee implementation
- Tender and oversee implementation of decent work-related consultancy projects to provide technical input or capacity building support, as required
- Provide periodic strategy implementation progress reports to the Leadership Team
- Support the development and roll-out of decent work management systems by the Implementing Partners. The management system includes recruitment, monitoring and grievance mechanisms and aims to lead to overall reduction in the risks of labour violations and improvement of the working conditions at farm level. Developing and operationalising these systems will be an iterative process and must be done in close consultations with the IPs and decent work experts

Support the work in Central Asia

- Work closely with the Better Cotton Programmes team and the Implementing Partners in Central Asia to advance the decent work capacity building and activities at country level
- Tender and coordinate the work of the decent work consultants as required

Fundraising and Communications

- Support fundraising teams with technical input into decent work-related funding proposals
- Proactively identify fundraising and partnership opportunities
- Collaborate with the Global Decent Work Team and Communications Team, as well as other functions to communicate about progress against the decent work country operational plan

Profile

The selected candidate will have the following skills, knowledge, and experience:

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<th>Skills, Knowledge and Experience</th>
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<td>Essential</td>
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<td>• University degree, or equivalent higher education qualification, in a relevant field</td>
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<td>• Demonstrated understanding of the key ILO Conventions on the fundamental rights at work</td>
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<td>• Demonstrated project management skills, including programme design, implementation, and budgeting</td>
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<td>• Demonstrated interest in sustainability and international development</td>
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<td>• Excellent analytical and problem-solving skills with a proactive approach to finding and proposing solutions to challenges</td>
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<td>• Excellent managerial skills, including effective problem-solving, time management, and leadership</td>
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<td>• Clear and effective written and verbal communication skills – ability to translate complex concepts into simple messages for a variety of audiences</td>
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<td>• Fluent in English</td>
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<td>• Excellent organisation and capacity to handle multiple priorities</td>
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<td>• Excellent IT skills, including Microsoft Office Suite</td>
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Working arrangements

The position is full-time (40 hours per week) and will be based in Lahore, Pakistan. Better Cotton offers flexible working, with core hours being 10am – 4pm and the option to work from home. Part-time roles (i.e. 80%) may be considered.

The role will include some travel, aligned with Covid-related travel restrictions.

Applications

Interested applicants with the required attributes are asked to send, in English, a detailed CV and a brief cover letter (each 3 pages maximum) to Better Cotton by email with subject “Decent Work Coordinator – Pakistan” to recruitment@bettercotton.org

Application deadline: 9 January 2022

We thank all applicants for their interest; however, only candidates short-listed for a telephone interview will be contacted. Better Cotton is an equal opportunity employer and is committed to good practice and transparency in the management of natural, human, and financial resources.

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<td>• Experience with decent work issues in agriculture, especially in a smallholder farmer context</td>
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<td>• Experience in developing and delivering effective capacity building materials; training of trainers and performance evaluation</td>
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<td>• Expertise in designing and overseeing monitoring &amp; evaluation frameworks</td>
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<td>• Demonstrated understanding of social auditing principles and best practice, including worker interviews</td>
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<td>• Demonstrated understanding of the labour management systems, e.g., Sedex Members Ethical Trade Audit, ETI Base Code, International Organization for Standardization (ISO): ISO 26000 Social Responsibility, Social Accountability International (SAI): SA8000 Standard</td>
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