

U.S. Campaign to Ban Landmines
E-Mail Newsletter
December 22, 2000

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I. Holiday Message from the Coordinator

I wanted to express my personal thanks to all of the people throughout the United States who have contributed to and been a part of the U.S. Campaign to Ban Landmines over the past year. Some have written a letter to the editor; some have spoken at their church; some have raised money for demining; some have collected petition signatures; some have met with their members of Congress; some have built a shoe pile; some have donated funds to the USCBL; some have organized rallies; and countless others have done much much more. Your efforts ARE making a difference in raising awareness and in letting our policy-makers know that we will not rest until our country joins the majority of the world in banning and eliminating this weapon for good.

Keep up the good work! As the new administration takes office, we certainly have our work cut out for us, but I believe that with our sustained and increased efforts, we WILL succeed. Below are excerpts from Nelson Mandela's presidential inauguration speech. Perhaps you, like I, will find it inspiring for all the important work that you do.

Best Wishes for a Safe and Joyous Holiday Season,
Gina Coplon-Newfield

Excerpts from a statement of Nelson Mandela
at his inauguration as President of South Africa

Union Building, Pretoria 10 May 1994

"Out of the experience of an extraordinary human disaster that lasted too long, must be born a society of which all humanity will be proud. . .

The time for the healing of the wounds has come.

The moment to bridge the chasms that divide us has come.

The time to build is upon us. . .

We understand it still that there is no easy road to freedom

We know it well that none of us acting alone can achieve success. . .

Let there be justice for all.

Let there be peace for all.

Let there be work, bread, water and salt for all.

Let each know that for each the body, the mind and the soul have been freed to fulfill themselves. . ."

II. Collect Shoes for Two Good Causes

The USCBL will be creating a giant shoe pile at the Capitol in Washington, D.C. on March 8, 2001. We will be doing so to raise awareness of the lives and limbs lost to landmines every day. Our shoe pile will coincide with Ban Landmines Week in Washington when participants of both the US and International Campaigns to Ban Landmines will be gathering for public events and meetings with both each other and policy-makers. To collect shoes at your office or church or community center, contact Brian Gilmore at brian@phrusa.org. He will help you coordinate the details of shoe collecting and transport. After the shoe pile, we will be donating the shoes to Washington, D.C. are charities and international relief organizations. Attached is a flyer for shoe collecting. To download it, do so with Adobe Reader. If you have trouble, contact Brian.

III. Three Job Postings

The International Campaign to Ban Landmines is seeking an Advocacy Coordinator and a Government Relations Coordinator. Landmine Monitor is seeking a Thematic Coordinator. The job descriptions are below.

International Campaign to Ban Landmines

Two Positions Available

Position: **ADVOCACY COORDINATOR**

The International Campaign to Ban Landmines (ICBL), launched in 1992, brings together over 1,400 human rights, humanitarian, children's, peace, disability, veterans, medical, humanitarian mine action, development, arms control, religious, environmental, and women's groups in over 90 countries who work locally, nationally, regionally, and internationally to ban antipersonnel (AP) landmines. An international committee of fourteen organizations coordinates the ICBL. The ICBL was awarded the 1997 Nobel Peace Prize.

DESCRIPTION: The Advocacy Coordinator is responsible for actively positioning the advocacy work of the ICBL within the overall strategic framework of the ICBL four year

plan. The Advocacy Coordinator will provide critical leadership, coordination and support for global advocacy initiatives of the International Campaign to Ban Landmines. The Advocacy Coordinator will ensure that all advocacy activities are strategically and concretely interconnected with the coordination and government relations foci of the ICBL. The Advocacy Coordinator will work closely with the ICBL Coordinator and other staff and be responsible for effective communication with ICBL members regarding relevant matters.

This is a new staff position for the ICBL. Duties will include, but will not be limited to:

- develop advocacy strategies and opportunities, in cooperation with other
- ICBL staff, the ICBL Coordination Committee, national campaigns, and
- regional networks;
- develop and implement tools for increasing advocacy capacity of the ICBL and its national campaigns, particularly those in areas identified as ICBL priority areas;
- organize and conduct advocacy workshops with campaigners around specific advocacy opportunities;
- help develop and implement ICBL media strategies, and help coordinate media
- activities at various conferences;
- draft advocacy letters, petitions, opinion pieces, articles, press releases, and other written material;
- work with Landmine Monitor Core Group and ICBL staff to enhance use of Landmine Monitor as an advocacy tool;
- work with the ICBL webmaster to develop and enhance online advocacy tools;
- work with the ICBL Coordinator and ICBL Resource Center Director regarding dissemination of advocacy tools;
- when requested, represent the ICBL at various meetings and forums and with the media;
- maintain overall administrative support including written programmatic and financial reports to the ICBL Coordinating Committee or responsible persons;
- maintain regular communication with the ICBL Coordinator, ICBL government relations and resource staff, the ICBL Coordinating Committee and ICBL national campaigns and membership.

The location of the Advocacy Coordinator position is not pre-determined. The Advocacy Coordinator will be responsible to the ICBL Coordinating Committee, but will be supervised directly by the ICBL Coordinator, Liz Bernstein.

QUALIFICATIONS: Candidates must be creative, self-motivated, well organized, and able to function under pressure and handle numerous tasks simultaneously. The candidate must be willing to take initiative, work with minimum supervision, and work independently as well as function as a member of a team. The candidate must be willing to travel. The candidate should have strong oral and written communication skills in English, demonstrated organizational skills and strong computer literacy, as well as international advocacy experience. Non-English language skills are desirable. Knowledge of the landmines issue and the ICBL is highly desirable, as is experience

working with coalitions or networks. The candidate should have a University Degree plus at least 3 years of relevant experience in advocacy or non-profit organization.

SALARY AND BENEFITS: Salary is negotiable, depending on experience. Benefits include health insurance, twenty days of vacation per year, and ten days of sick leave per year.

Please send curriculum vitae, letter of application, writing sample, and list of references to: International Campaign to Ban Landmines Attn: Advocacy Search 110 Maryland Ave NE, Box 6 Washington, DC 20002 USA Email: banemnow@icbl.org (emailed applications are preferred)

APPLICATIONS WILL BE ACCEPTED UNTIL 15 JANUARY 2001.

Position: GOVERNMENT RELATIONS COORDINATOR

DESCRIPTION: The Government Relations Coordinator is responsible for actively positioning the political work of the ICBL within the overall strategic framework of the ICBL four year plan. The Government Relations Coordinator will have primary responsibility to ensure effective ICBL engagement in the intersessional work program of the 1997 Mine Ban Treaty, and to promote ICBL relations with governments, UN agencies, and inter-governmental organizations in relation to the implementation of the Mine Ban Treaty. In addition, the person will serve as a focal point for all ICBL governmental and inter-governmental relationships ensuring that all government relations initiatives or activities of the ICBL are strategically and concretely interconnected with the coordination and advocacy foci of the ICBL. The Government Relations Coordinator will work closely with the ICBL Coordinator and other staff and be responsible for effective communication with ICBL members regarding relevant matters.

Duties will include, but will not be limited to:

- Working together with the ICBL Coordinator, advocacy and resource staff persons, and in cooperation with the ICBL Coordinating Committee (CC), to achieve maximum effectiveness of advocacy and treaty implementation efforts to accomplish the goals of the campaign;
- Working closely with the ICBL Coordinator, other ICBL staff, and Coordinating Committee to provide analysis and strategic input into formulation of overall campaign priorities and strategies;
- Together with the Coordinator, other staff, CC, national campaigns and ICBL membership to maximize the impact of the ICBL advocacy focus on government relations matters;
- Working closely with the ICBL Landmine Monitor Core Group and ICBL staff to enhance the use of the Landmine Monitor as an advocacy tool to further treaty implementation and universalization;

- Helping to promote ICBL interests in the Mine Ban Treaty intersessional work, as well as at the U N in New York, with the European Union, Organization of African Unity, Organization of American States, and other regional and international bodies;
- Promoting and coordinating the ICBL engagement in the intersessional process, including coordinating input and participation from the ICBL Working Groups and working with them to develop strategies for the Intersessional Standing Committee (ISC) meetings;
- Monitoring relevant governmental forums, summits, and meetings, with a view to ensuring ICBL land mine concerns are addressed adequately;
- Stimulating action, in concert with the ICBL Coordinator and advocacy staff, on the part of national campaigns and ICBL members in relation to national positions in the different subject areas covered by the ISCs, as well as other governmental forums;
- Maintaining contact with governmental representatives responsible for the four Intersessional Standing Committees; liaising between the governmental representatives of the ISCs and the Chairs of the relevant ICBL Working Groups; maintaining regular contact and communication between governmental representatives and ICBL Working Group Chairs; facilitating ICBL Working Group discussions and/or meetings to prepare for meaningful input from ICBL in the intersessional meetings;
- Reporting in a timely and comprehensive manner to the relevant ICBL Working Group Chairs on schedules, meetings, developments within the different ISCs; keeping the ICBL Intersessional Advisory Group well informed of ISC issues; reporting in a regular manner on the intersessional process to the ICBL membership as a whole, usually via the ICBL Coordinator;
- Preparing and facilitating the ICBL presence at the meetings of the ISCs; determining, in consultation with the ICBL Working Groups, the best ICBL people needed for the meetings of the ISCs; helping to determine the content of ICBL input into the ISC process;
- Assisting with preparation of the ICBL input and presence at the Meetings of States Parties;
- Liaising with relevant UN organizations, UNMAS, the Geneva International Center for Humanitarian Demining, World Bank, and ICRC;
- Maintaining overall administrative support including minutes, letters, written reports and financial statements to the ICBL Coordinating Committee or responsible persons;
- Carrying out related media work, as it arises and /or requested by ICBL Coordinator or CC;
- Representing ICBL at various forums, meetings, and conferences, in consultation and with the agreement of the CC;
- Linking with ICBL Fundraising Committee on matters related to intersessional work and other government relations activities;
- Maintaining regular communication with the ICBL Coordinator, ICBL Advocacy and Resource staff, the Chairs of the ICBL Working Groups, the ICBL Geneva Contact Group, the ICBL Intersessional Advisory Group, the ICBL Coordinating Committee, and the ICBL national campaigns and membership.

The location of the Government Relations Coordinator position is not pre-determined.

The Government Relations Coordinator will be responsible to the ICBL Coordination Committee. Programmatically the Government Relations Coordinator will work closely with the Intersessional Advisory Group and will be supervised most directly by ICBL Coordinator Liz Bernstein and the Chair of the ICBL Treaty Working Group.

QUALIFICATIONS: Candidates must be creative, self-motivated, well organized, and able to function under pressure and handle numerous tasks simultaneously. The candidate must be willing to take initiative, work with minimum supervision, and work independently as well as function as a member of a team.

The candidate must be willing to travel extensively, and to spend considerable time in Geneva, Switzerland, where Mine Ban Treaty intersessional work is conducted.

The candidate should have strong oral and written communication skills in English, demonstrated organizational skills and strong computer literacy, as well as international government relations experience. The candidate should have extensive experience with NGO coalitions and networks. Non-English language skills are desirable. Knowledge of the landmines issue and the ICBL is highly desirable. The candidate should have a University Degree plus at least 3 years of relevant experience.

SALARY AND BENEFITS: Salary is negotiable, depending on experience. Benefits include health insurance, twenty days of vacation per year, and ten days of sick leave per year.

Please send curriculum vitae, letter of application, writing sample, and list of references to: International Campaign to Ban Landmines Attn: Government Relations Search 110 Maryland Ave NE, Box 6 Washington, DC 20002 USA Email: banemnow@icbl.org (emailed applications are preferred)

APPLICATIONS WILL BE ACCEPTED UNTIL 15 JANUARY 2001.

Landmine Monitor

POSITION AVAILABLE: THEMATIC COORDINATOR

Landmine Monitor is a unique civil-society based initiative of the International Campaign to Ban Landmines (ICBL), 1997 Nobel Peace Prize recipient. Landmine Monitor collects information and assesses progresses and problems in the international community's

response to the global landmine crisis, especially with regard to the implementation of the 1997 Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Antipersonnel Mines and on their Destruction.

In this scope, Handicap International (Belgium) is urgently seeking to employ a thematic Coordinator for Landmine Monitor.

The main goal of the position is to coordinate and supervise the Landmine Monitor report 2000 for all aspects related to the assistance of landmine victims (landmine casualties, survivor assistance, disability policy and practice, funding).

The Thematic Coordinator (TC)'s duties will include, but will not be limited to:

1. defining researcher's questionnaire and contributing to researchers guidelines
2. supporting Landmine Monitor (LM) researchers in all aspects of their work related to victim assistance, in particular:
 - provide comments to draft reports written up by researchers
 - train researchers
3. working together with the LM coordinator and LM regional coordinators in order to maximize the quality of the final LM report in all aspects related to victim assistance, taking part in all meetings of the LM Coordination Team
4. working together with HI's program officers and technical support unit in order to get the most accurate data
5. taking part in the pre-editing process:
 - crosscheck information from different countries
 - supply additional information when needed
 - check and improve reports when needed
 - ensure standards for the victim assistance sections of the report
6. preparing a comprehensive thematic report, to be released in December 2001
7. reporting regularly to head of Mines Unit.

Profile requested :

- University degree or equivalent
- Very good knowledge of oral and written English and, if possible, French
- Professional experience in assistance to landmine victims and/or expertise in public health
- Knowledge of mine issues and field experience are assets
- Diplomacy, flexibility, preparedness to travel frequently
- Capacity to work in a highly intercultural environment
- Ability to speak in large gatherings is an asset.

Additional information available on request. Landmine Monitor Report 2000 can be consulted on www.icbl.org.

Applications should be sent as soon as possible to:

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