



### **Opportunity: Human Rights Reports Editor/Consultant Position**

Amhara Association of America (AAA) is a civic organization based in the United States with members throughout North America with a mission to **Inform, Organize, and Empower** Amharas in North America to stand together and support the Amhara Movement in our native land Ethiopia. AAA undertakes several activities to achieve this mission, including:

- Organize Amharas in America as a strong and vibrant community capable of contributing to the Amhara people in Ethiopia.
- Partner with like-minded Ethiopian organizations in the U.S., Europe, the Middle East, Africa, and Ethiopia to educate the international community on Amhara issues.
- Engage members of congress, the U.S. State Department, human rights organizations, and the media about the plights of Amharas in Ethiopia and propose policies for Ethiopia to end atrocities and move Ethiopia towards real democracy and stability.
- Provide financial assistance to Amharas in Ethiopia impacted by targeted attacks.

AAA has been leading Amhara's advocacy effort in the United States and beyond since its establishment in 2016. As atrocities against Amharas continue unabated, AAA is seeking a consultant to serve as an editor for its human rights reports. **The Human Rights Reports Editor/ Consultant** ensures reports' accuracy, clarity, and quality on human rights abuses and violations. The editor works with a team of writers to ensure that reports adhere to international human rights standards and guidelines. The editor must have excellent editorial skills, be knowledgeable about international human rights law, and have strong attention to detail.

#### **Key Responsibilities:**

- Edit and proofread reports on human rights abuses and violations for accuracy, clarity, and quality.
- Ensure that reports adhere to international human rights standards and guidelines.
- Work with writers to develop and refine report outlines and to ensure that reports are written to a high standard.
- Collaborate with human rights professionals and organizations to review and provide feedback on reports.
- Provide suggestions and recommendations for improving the quality and accuracy of reports.
- Ensure that reports are written clearly and concisely and that complex issues are explained in a way that is accessible to a variety of audiences, including policymakers, human rights advocates, and the general public.
- Stay up-to-date on international human rights law and emerging human rights issues.
- Manage the editorial process, including deadlines and schedules.
- Ensure that all reports are delivered on time and within budget.



Qualifications:

- Master's degree in International Human Rights, Political Science, English Language and Literature, or a related field
- Strong understanding of international human rights law and standards.
- Excellent editorial skills, including editing, proofreading, and writing.
- Strong attention to detail and accuracy.
- Experience with human rights research, documentation, and reporting.
- Familiarity with human rights issues in specific regions or countries.
- Proficiency in English (additional languages are a plus).
- Strong interpersonal and communication skills.
- Ability to work independently and in a team environment.
- Experience managing editorial processes, including deadlines, schedules, and budgets.
- Proficient in basic computer skills, Microsoft Word, and Google docs.

**Remuneration:**

AAA will pay a modest payment for this consultant position based on the agreed workload the consultant can undertake. In addition, AAA will provide the necessary tools for an effective undertaking of activities and reimburse costs incurred for approved field trips.

**How to apply:**

Please send your resume, academic credentials, and cover letter to [info@amharaamerica.org](mailto:info@amharaamerica.org). The application deadline is April 15, 2023, by 5 pm EST (NY Time). In the cover letter, explain why you are interested in this position and working with AAA, your work experience, and your top three advocacy agendas for the Amhara Movement.