

Call for Applications: Movement Building Officer

Application deadline: 10 January 2025

Location: Home-based / Remote

Time commitment: Full-time

Start date: 01 February 2025

Language required: English

Summary

The Movement Building Officer will be essential to GATE's Movement Building program, working closely with the Movement Building Lead. This position will support GATE's strategic goals by coordinating its membership program and assisting in expanding its movement building initiatives. This is a unique opportunity to contribute to the growth and strength of trans and gender diverse movements globally.

For this position, we are looking for a dedicated community organizer and connector with a strong record in the field of trans and gender diverse organizing and networking, collaborative programs creation, and non-profit development, as well as a strong grounding in the needs and perspectives of trans and gender diverse communities globally. A commitment to intersectionality and cross-regional cultural sensitivity is also critical for this role.

Responsibilities

Key responsibilities include:

Membership Program Coordination

- Manage GATE's membership work, from member recruitment and management to retention, ensuring the meaningful engagement of trans and gender diverse organizations and activists worldwide.
- Develop and implement systems, tools, communication strategies, and a support framework to facilitate network and resource-sharing among GATE's members.
- Serve as the primary point of contact for members, supporting their engagement with GATE's programs and connecting them to relevant opportunities within the organization and beyond.

Movement Building Program Support and Capacity Building Development

- Collaborate with the Movement Building Lead in planning, implementing, and monitoring annual movement building activities that align with GATE's strategic priorities.
- Assist in data collection and reporting on trans and gender diverse movement growth and challenges to inform GATE's advocacy and resource mobilization efforts.
- Identify and address gaps in movement building resources by offering mentorship support and creating tailored training materials and resources as needed.
- Enrich GATE's [Learning Hub](#), which will include broadening the scope of training topics and enhancing user engagement.

Administrative and Additional Support

- Utilize GATE's internal systems (e.g., project management, budget tracking, Monitoring and Evaluation tools) to manage daily responsibilities and support program coordination efficiently.

Additional tasks as required

Minimum Qualifications

- Proven experience (paid or unpaid) in coordinating programs, campaigns, or membership activities within a non-profit setting.
- Sound training and mentoring skills with a respectful and ethical approach.
- Strong project management skills, including experience with planning and Monitoring and Evaluation.
- Demonstrated commitment to the rights and well-being of trans and gender diverse communities.
- Strong listening, interpersonal, and communication skills, emphasizing cultural competence and sensitivity.
- Ability to work independently, manage multiple priorities, and adapt to a dynamic environment.

Preferred Qualifications

- Proficiency in Google Workspace; experience with digital project management or M&E tools is a plus.
- Familiarity with advocacy frameworks, including human rights-based approaches.
- Fluency in additional languages is an advantage.

Application Process

We encourage applications from trans, gender diverse, and intersex people from the Global Majority, Black, Indigenous, and Latinx people and people of color, D/deaf and disabled people, people from a migrant background, and sex workers.

Only shortlisted candidates are contacted.

The base salary for this position is USD 31,727 annually. A post-adjustment multiplier based on the cost of living in your country of residence will be applied to this base salary. This adjustment ensures fair compensation aligned with local living costs and global standards.

Submit the following to the email listed below with the suggested subject line by **10 January 2025**:

Email: applications@gate.ngo

Subject line: Surname – Movement Building Officer (e.g., Smith – Movement Building Officer)

- Cover letter
- Curriculum Vitae, including name and contact details of two references.

About GATE

GATE is an international organization that advocates for equality and dignity for all, regardless of gender identity and expression. We collaborate with trans-led organizations, strategic partners and allies, and critical global, regional, and national stakeholders to ensure our communities are not left behind.

GATE is a 501c3 organization registered in New York (USA). Our programs are organized around three main areas: Human Rights, Health, and Movement Building.