

People4Change Job Description for Advisors	
Recruiting AA office	ActionAid Denmark
Job title	Global Tax Advisor
Advisor operating level	<input type="checkbox"/> National Advisor <input checked="" type="checkbox"/> Global Advisor
Location of placement	ActionAid office in any of the following cities: Abuja, Accra, Dar es Salaam, Dhaka, Harare, Kampala, Lusaka, Maputo, Nairobi, or Yangon
International priority area	ActionAid: International Priority 2: <i>“Ensure increased civic participation and state accountability for the redistribution of resources and delivery of quality, gender-responsive public services”</i>
Name of other partners, if any	N/A
Duration of contract	2 years
1.PARTNER AND PLACEMENT DATA	
Purpose of placement	<p>Recent exposés hitting the media headlines have shocked the public by revealing the maneuvers big-name companies such as Google, Apple and Starbucks use to cut billions off their tax bills. The brazenness and huge amounts of money involved have caused justifiable outrage.</p> <p>Not only is this unfair, but it also means governments are challenged when raising domestic resources – and as a consequence they have fewer resources to pay for the public services that help meet basic human rights.</p> <p>Within development cooperation discourse, domestic resource mobilisation (DRM) has gained prominence as development policy discussions evolve, especially with increasing concerns around aid dependence, aid fatigue in donor countries and realisation of the scale of funding gap for the delivery of Millennium Development Goals and now the Sustainable Development Goals (SDGs).</p> <p>DRM has been identified as the key in the most recent development finance debates, especially around the FfD 3 conference in Addis Ababa in 2015. Following these developments, international organisations and aid agencies have been increasing their support to domestic resource mobilisation in developing countries, focusing on national taxation reforms and capacity aimed at increased tax revenue collection.</p>

	<p>These discussions and programmes have, however, often left out three important elements contributing to low tax revenues in developing countries (and affecting developed countries as well): international corporate tax avoidance, tax dodging by wealthy individuals, and inefficient efforts to implement progressive tax.</p> <p>The above outlines two important strands of the struggle for tax justice. One is awareness raising and mobilising people to take action related to companies that do aggressive tax planning. The other part focusses on the legislative side and challenging the status quo.</p> <p>ActionAid has worked on tax justice for more than a decade bridging the two. With the new international ActionAid strategy “<i>Action for Global Justice</i>”¹ tax justice continues to be at the core of our work.</p> <p>With the successful Strategic Partnership Application to Danida in 2017, ActionAid Denmark is supporting the ActionAid federation with funds that target tax justice work specifically. These funds will in particular be spent on activities defined by the Tax Working Group under International Priority 2: “<i>Ensure increased civic participation and state accountability for the redistribution of resources and delivery of quality, gender-responsive public services</i>”.</p> <p>The purpose of the placement of the global tax advisor is in particular to advise, support and build the policy capacity of the the ActionAid Tax Justice Working Group (TJWG) members. This will entail advocacy and policy work as well as supporting on research around global tax justice.</p> <p>The Global Tax Advisor will:</p> <ul style="list-style-type: none"> - Provide technical assistance to the Tax Justice Working Group on national, regional and global policy issues and opportunities, with an emphasis on the chosen priority of progressive taxation, with specific focus on tax and extractives, double taxation treaties (DTTs), and tax incentives. - Support individual countries and regions within the TJWG to do advocacy and campaigning on these issues.
Brief description of partners, alliances and/or networks to be supported	May work on collaborations with Tax Justice Network Africa (TJN-A), , the East Africa Tax & Governance Network (EATGN), and/or Tax & Fiscal Justice Asia (TAFJA), as well as national tax justice coalitions.
Main capacity gaps identified during the needs assessment	About 15 ActionAid offices continue to do important work on tax justice, and require facilitation and coordination. The Global Advisor’s role would be to assist TJWG members to support both national level advocacy work on tax as well as seeing the links between their national contexts and the regional and global opportunities on tax justice to enhance their national-level advocacy
Who will receive capacity support by the Advisor (<i>please be specific</i>)	AA staff: ActionAid Tax Justice Working Group member staff (usually from program/policy departments in AA countries) as well as Local Rights Program staff in countries.

¹ <http://www.actionaid.org/publications/action-global-justice>

	Others: Tax Justice Network-Africa, GATJ, TAFJA, EATGN	
Major challenges or risks associated with the placement:	The Advisor will need to be able to support colleagues in many different national and regional contexts. It will be difficult to find someone who can do all contexts. There is a risk some countries will get most of the support while others will lack sufficient support. Another risk is that the Advisor will put too much emphasis on the regional and global work leaving out national level work. Finally, there is a risk that the Advisor will not stay for the duration of the contract due to the position requiring a very high level of independence and thus not necessarily having colleagues physically close.	
2.JOB PROFILE		
Outcome/Change: (What short term organisational, behavioral, programmatic changes should the outputs contribute to)	Output/performance: (Which tangible results and/or products should be delivered)	Activities: (Which concrete activities should take place to reach outputs and meet the expected outcome)
<i>Policy research capacity development with the TJWG members – 45%</i>		
Tax Justice Working Group members participate actively in national, regional and global forums and discussions	A number of advocacy support materials / briefings targeting the specific forums underlining policy asks on the specific policy areas most relevant for each process / forum.	Provide technical support and policy input to tax working group members in their active participation in national, regional and global opportunities in, for example: <ul style="list-style-type: none"> - National parliamentary hearings, budget proposals, meetings with MPs, Finance Ministries, and revenue authorities - the African Union, East African Community, Economic Community of West African States, Southern Africa Development Community (SADC) - Financing for Development Forum, High Level Policy Forum, and other UN, World Bank, IMF and OECD meetings and forums
ActionAid materials are used actively as points of reference by stakeholders including CSOs, decision makers, by private sector etc.	Strong reports and policy products	Support and provide policy input to research in accordance with the plans of the TJWG; this may also entail input around research methodology and collaborating with research institutions and African universities
<i>Supporting national and cross-country learning processes, learning networks and international working groups - 50%</i>		

Achieving the desired changes at national and regional level	Briefings and advocacy materials translating globally-agreed issues for national and regional context. points for specific opportunities	Map national and regional policy moments and hooks and opportunities and make these available to appropriate country staff
Work with country staff on policy and advocacy plans & realization	Elaborated strategies for approval by both country director and LRP coordinators	In-country visits with relevant staff at both national office and LRP level to elaborate plans and advise on strategy
Tax Advisors work to ensure that countries have capacity to contribute to IP2 goals for tax and fiscal justice work.	Coordination calls and materials with advisor colleagues, as well as relating to larger TJWG	Acquiring knowledge about tax policy landscape in relevant countries & regions, and at the international level, and coordinating approaches with colleagues through regular communication.
Own competence development (5%)		
A better-informed tax policy advocate		Engage in continuous research and learning through materials provided by allies like ICRIT and Tax Justice Network
3.ADVISOR PROFILE		
Required Skills	<ul style="list-style-type: none"> • Understanding of both policy issues and programme practice on tax justice and progressive taxation, particularly linking local, national, regional and international evidence-based advocacy and campaigning. • Knowledge of media monitoring and advocacy. • Experience of providing leadership, support and guidance across development programmes/projects – particularly in multi-country settings. • Able and willing to work in a regional and multi-cultural context. • Adept skills in monitoring complex projects with a wide geographical scope requiring virtual collaboration. • Experience in working effectively with civil society in Africa. • Strong communication and negotiation skills. • Strong networking/relationship-building skills to work well with and influence diverse stakeholders in a multi-cultural environment. • Excellent problem-solving skills, resourcefulness to understand and synthesize diverging points of view and resolve conflicts without escalation. • Excellent skills in information/data analysis, including consolidation and analysis of highly diverse data, and report writing. 	

	<ul style="list-style-type: none"> • Energetic, enthusiastic and interested in learning within a political, changing and diverse work environment. • Ability to travel.
Desired skills	<p>Experience with Outcome Harvesting, Outcome Mapping or similar participatory methods for learning is an advantage.</p> <p>Strong training and facilitation skills and ability to identify capacity building needs. Proven ICT skills and use of database software</p>
Professional experience	At least 2 years' experience in a similar role.
Proposed formal education:	MSc/MA in the fields of Social Science, Development Studies, Human Rights, Governance or other relevant humanities.
Personal qualifications Guidelines for personality profiling	<ul style="list-style-type: none"> • Acts in accordance with ActionAid's values; follows through on commitments; and applies ethical considerations in all decisions and actions. • Has an appreciation for diversity, and appreciates political, cultural and institutional sensitivities. • Understands team and partnership dynamics and qualities to foster these effectively and positively. • Uses effective strategies to facilitate organisation change initiatives and overcome resistance to change by involving others, listening and building commitment.
Language requirements:	<p>Excellent written and spoken English.</p> <p>Fluency in French and/or Portuguese is an advantage.</p>

4. PRACTICAL INFORMATION

Security situation in working area	Depending on the city or place of duty it is likely that there is a certain risk of crime and even terrorism. This will have to be addressed once a place of duty has been identified.	
Family duty station	<input checked="" type="checkbox"/> Family suitable duty station <input type="checkbox"/> Non-family suitable duty station	
Housing	<p>Can you confirm that suitable housing is available</p> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Salary	Monthly Salary	2,890 Euro
	Pension	<p>Employer's contribution: 290 Euro</p> <p>Employee's contribution: 87 Euro</p>
	Relocation Allowance	667 Euro + 333 Euro per dependent according to the Terms and Conditions.
	House Allowance	According to People4Change housing policy for a single person.

	Education allowance, annualy	Up to 4,450 Euro per child according to the Terms and Conditions.
TAX	All Advisor Salaries and allowances are subject to Tax. The Advisor should expect to pay 30% in tax for the basic salary, pension and housing allowance, depending on country of residence	
Working Conditions	Weekly Working hours: 40 Expectations in terms of over-time work: n/a	