

JOB DESCRIPTION | BUSINESS & HUMAN RIGHTS OFFICER

Job Title:	Business & Human Rights Officer [Thai nationality]
Duration:	1 year, with possibility of extension
Reports to:	Team Leader, Business and Human Rights
Duty Station:	Bangkok, Thailand

BACKGROUND

The Issara Institute is an independent non-profit organization based in Thailand, Myanmar, and the United States tackling issues of human trafficking and forced labour in global supply chains through data, technology, partnership, and innovation. The Institute was established in 2014 by a team of anti-trafficking experts coming out of the United Nations who created an alliance of private sector, civil society, and government partners committed to addressing labour issues in global supply chains with practical, measurable, and scalable results. It is staffed by leading regional and international experts in labour rights, business consulting, and ethical sourcing, with additional technical advisors in the US and UK supporting the Institute's work on an ongoing basis.

Issara Institute programming runs 3 inter-linked components:

1. **Business and Human Rights**, including engagement of global brand, retailer, and importer partners in a collaborative approach to identifying and addressing risks of trafficking and other labour abuses in their Asian supply chains – through real-time supply chain monitoring (Issara Inclusive Labour Monitoring), factory/workplace assessments, and collaborative improvement solutions that build more ethical supplier businesses and industries.
2. **Issara Labs [Intelligence and Innovation]**, includes research, technology, and worker voice tools and channels (the Issara multi-lingual hotline, Golden Dreams Android smartphone app, and social media) to better understand labour conditions in supply chains. People – including worker voice and feedback – are at the center of Issara's data and intelligence work, and we conduct a wide range of research, analytics, and technology development related to human trafficking and global supply chains – the people, the policies, the impact, and how to eliminate it.
3. **Outreach and Empowerment** – 'Freedom of Choice' is Issara's philosophy for supporting victims of labour exploitation, whether support is provided directly by Issara or referral partners. The objective is to empower victims with the widest range of options, information, and resources for them to make their own informed choices about their recovery and their futures. Outreach with migrant worker communities ensures that workers of all types have access to information about their rights under the law, and how to get assistance if they need it.

SCOPE OF WORK

The Business & Human Rights Officer will play an integral role in the Business & Human Rights Team, which carries out the supply chain-oriented work of Issara's Strategic Partners Program. Through this work, the Thai Business & Human Rights Officers will have a rare opportunity to work with leading Thai businesses across the country, helping them to strengthen their ethical and responsible sourcing and recruitment through training and direct technical assistance on labour issues in their workplace. The position will report to the Thai Team Leader, Business and Human Rights. Specific aspects of the scope of work include:

1. Build and maintain relationships with Thai businesses and recruitment agencies within the supply chains of the Institute's Strategic Partners, as well as relevant industry associations and other industry bodies, as part of Issara Institute's supply chain work.
2. Work in close relationship with Thai business suppliers on labour related issues and remediation.
3. Conduct workplace assessment interviews with management and human resource departments (HR) of local businesses (in Thai language) within Issara Strategic Partner Supply chains.
4. Conduct training on business and human rights for company management and HR staff, line managers, and supervisors, as well as larger groups of stakeholders.
5. Support the Business & Human Rights team in their supply chain reporting to Strategic Partners, including contributing to field reports sharing key findings from business workplace visits, and other analyses.
6. Support the creation of Thai-language materials for local business partners.
7. Coordinate and manage the logistics of field visits with Thai-speaking business partners, taking the lead on scheduling meetings and coordinating follow-up.

QUALIFICATIONS

We have a lean, dynamic, seasoned team that is committed to change, innovation, and impact. We are conscientious, we hold a high standard of care for our beneficiaries, and understand that we have to be able to work effectively with partners spanning the largest multinational corporations to the smallest grassroots CBOs. Our work ecosystem is multi-cultural, respectful, and energetic, whether we are working on tasks in teams, or working alone. We aim to ensure that there are many opportunities for sharing, learning, and growth on our team, and are looking for individuals who would flourish in our unique environment.

The Business & Human Rights Officer should have 7-10 years of working experience with industries and businesses on their human resources and/or sourcing and production, in either the private sector or an international organisations (IO or NGO). Desirable skills and experience include business consulting; business and human rights; supply chain and ethical sourcing; sustainability; CSR; and human resources and worker rights. Fluency in English and Thai required, with excellent written and verbal communication skills. Strong representational and negotiation skills required. Experience working in a professional, multicultural environment is an asset. Must be able to handle confidential data with discretion. Master's degree in business, international development, area/social studies, and/or human rights preferred. Willing to travel within Thailand.



If you are interested in applying for this position, please send a CV, the names and contact details of three references, and a cover letter explaining your interest in the position and relevant expertise to admin@issarainstitute.org.