



## Job Description

<b>Job title</b>	BIEN Latin America Hub Coordinator <i>(for 12 months)</i>
<b>Reporting to</b>	The BIEN Executive Committee and a designated Line Manager.
<b>Responsible for</b>	Formalizing BIEN structures and operations in Latin America with respect to its current and potential affiliates and members; growing the conversation around and movement towards UBI.
<b>Location</b>	Latin American country

### Background and Context



## **The Project**

BIEN is a global network of individual members and affiliates from nearly 45 countries. Since 1986, BIEN has acted as a central hub in the global basic income conversation. It is now looking forward to an exciting new three-year project of establishing and strengthening Regional Basic Income Hubs which will strengthen and expand BIEN's global activity and enable it to meet the many demands being placed upon it by the growing and increasingly lively global Basic Income community.

BIEN proposes to establish and co-build a BIEN Latin America Hub.  
Such a Hub:

- will support BIEN in its core mission 'to educate the general public about Basic Income, that is, a periodic cash payment unconditionally delivered to all on an individual basis, without means test or work requirement';
- will serve as a link between the individuals and groups committed to, or interested in, Basic Income;
- will stimulate and disseminate research about Basic Income;
- will foster informed public discussion on Basic Income throughout the Latin America region;
- will initiate pilot studies where possible;
- will organise conferences and seminars on the topic in the region;
- will strengthen basic income movement in the region



To achieve these objectives, BIEN wishes to appoint a BIEN Latin America Hub Coordinator whose responsibilities would be:

#### *Objectives*

1. To establish Latin America BIEN Hub, to function as Activity Hub, with increased activities running efficiently;
2. To increase the geographical coverage of affiliations and membership, and BIEN's reach in Latin America;
3. To strengthen BIEN's identity as a Latin America Regional Hub, particularly by increasing BIEN's body of knowledge on Basic Income based on Latin American experience; and ensure that it is well-documented, well structured, and easily accessible online in languages spoken in Latin America. This will enable more people from non-English speaking regions to contribute to the conversation and equally gain access to knowledge and resources on Basic Income;
4. To strengthen the regional activity related to current strategic partnerships, and initiate more such partnerships in both number and domains;
5. To make BIEN financially sustainable: by raising further funds, and to enable BIEN to cease to depend on a single major donor;
6. To enable BIEN to develop a decentralised structure by activating affiliates and members across Latin America.
7. To highlight the Latin-American-ness of the Basic Income debate and add to the global character of BIEN as opposed to Eurocentrism.

Although this position comes with clear objectives, we anticipate the successful candidate bringing their own ideas, enthusiasm, and leadership to the role – there will be ample space for you to shape what you do and how, and indeed to shape the future trajectory of BIEN's work in Latin America and BIEN as a whole.

#### *Details*

This position will be for a fixed term of one year, the first three months of which will be a probationary period. The post is currently funded by a grant from the Mustardseed Trust.

Salary or contract fee will be by negotiation, and will be related to the cost of living in the country of residence, but pegged at a decent wage. The postholder will be an independent contractor and their relationship with BIEN will be governed by a service level contract. They will not be directly employed by BIEN.

BIEN is a Charitable Incorporated Organization registered in the United Kingdom, and is a network organization with no office base. The appointee will work remotely, and will be accountable to BIEN's Executive Committee through a named member of the committee. BIEN's working language is English so knowledge of English is preferable, although the periodic reports can be made in Spanish or Portuguese.



<b>Job purpose</b>	
To spread awareness about basic income, co-create a basic income movement and institutionalize BIEN activity in Latin America.	

<b>Main duties and responsibilities</b>	
<b>1</b>	To establish and strengthen a BIEN Latin America Hub and institutionalize decentralized BIEN activity in Latin American countries.
<b>2</b>	To grow and support the basic income ecosystem in Latin America, for example, through hosting “sandpit” meetings or regional conferences that bring together diverse actors to co-create synergies around the theme of basic income.
<b>3</b>	To increase BIEN membership within the region.
<b>4</b>	To identify sources of further funding and preparing bids to funding bodies.
<b>5</b>	To identify country-level actors and initiate discussions and encourage formation of new groups and potential affiliates.
<b>6</b>	To represent BIEN publicly at different public fora.
<b>7</b>	To stimulate and disseminate research about Basic Income in or about the region.

Please send your applications and curriculum vitae to the following email addresses:

[wolfgang@basicincome.org](mailto:wolfgang@basicincome.org)  
[dianabashur@gmail.com](mailto:dianabashur@gmail.com)



Applications should reach the email addresses by March 1, 2023

## Person Specification

Criteria	Essential	Desirable
<b>Experience/Knowledge</b>		
Understanding of Basic Income and its possibilities.	√	
Existing engagement with Basic Income debates and organizing.		√
Sympathy with the objectives and ethos of BIEN.	√	
Experience of organizing, with a particular emphasis on movement building and network building.	√	
Experience of engaging with and fostering growth among de-centralized networks.	√	
Coalition building, in particular across political or strategic differences.	√	
Institution building, including establishing structures that enable volunteers to collaborate effectively and channel their passions and skills.	√	
Fundraising, including grant writing and partner engagement.	√	
Team management.	√	
Independent working, including setting own goals and managing a flexible timetable.	√	
<b>Skills</b>		
Ability to work independently and effectively	√	
Ability to communicate effectively in oral and written form in Spanish or Portuguese	√	
Ability to communicate effectively in oral and written form in English		√



Ability to communicate effectively in languages other than English.		√
Computer literacy.	√	
Strong (professional) facilitation skills, e.g. around Innovation Sandpits.	√	
A relevant degree.	√	
A relevant higher degree.		√
Research skills.		√