



**GENERAL SECRETARIAT OF THE ORGANIZATION OF AMERICAN STATES (OAS)**  
**Secretariat for Multidimensional Security (SMS)**  
**Secretariat of the Inter-American Committee against Terrorism (CICTE)**

**Type of contract:** Cybersecurity Gender Consultant

**Duration:** 12 months (extension possible subject to availability of funding)

**Estimated start date:** January 1, 2025

**Remuneration:** US\$5,500-\$6,000 (commensurate with experience, education, and location)

**Location:** Remote work

**Consultancy opportunity number:** CFR/31/24

**BACKGROUND:**

This consultancy opportunity is established within the Secretariat of the Inter-American Committee against Terrorism (CICTE) of the Organization of the American States (OAS) under the supervision of the CICTE Executive Secretary. The consultant will support the planning, development and implementation of activities designed to strengthen cybersecurity in the hemisphere, specifically focusing on gender mainstreaming and addressing the gender gap in the cybersecurity agenda in the Americas.

**Duties and Responsibilities:**

Specifically, the consultant will:

- Provide general oversight to all cybersecurity projects and activities related to addressing the gender gap in cybersecurity in the Americas.
- Provide specific feedback and recommendations for the implementation and optimization of gender perspectives within the cybersecurity program activities.
- Technical support for gender mainstreaming in the design and implementation of regional cybersecurity policies.
- Organize in-person and virtual cybersecurity events, trainings, meetings and workshops at the national, regional and international levels by drafting agendas, identifying speakers, coordinating scheduling and travel logistics, etc.
- Establish and maintain effective working relationships with relevant state institutions and other stakeholders (CICTE points of contact and other government authorities, among others) to coordinate cybersecurity activities and to share information and best practices.
- Draft communications, presentations, speeches, reports, proposals and any other written outputs that may be required for successful program implementation.
- Establish and maintain appropriate communication channels with donors and other key stakeholders to provide status updates and discuss potential collaboration, etc.
- Support the coordination of OAS/CICTE participation in international fora and efforts to increase OAS member states understanding of existing and potential threats in the sphere of information security and possible cooperative measures to address them.
- Represent CICTE at related events when requested and perform other duties consistent with level of responsibility to ensure full program implementation, in particular in the area of women's human rights and gender equality.

## **REQUIREMENTS:**

### **Essential:**

- University-level degree or higher in human rights, women and gender studies, in one of the fields listed above issued by a duly accredited institution and 8 years of relevant experience.
- 8 years of experience, including experience working with project implementation including projects related to coordination and promotion of women's rights and prevention of gender violence.
- Fluency in English and Spanish.
- Excellent oral and written communication skills.
- Ability to work in a multicultural, fast-paced setting.
- Ability to work effectively with Microsoft Office.
- Willingness to travel throughout the region.

### **Desirable:**

- Familiarity with the work of the OAS and multilateral institutions.
- Previous experience implementing OAS technical assistance programs.
- Familiarity with relevant international protocols, policies, and standards related to the cybersecurity program of the OAS.

## **TO APPLY:**

Please submit:

- A cover letter explaining your interest and qualifications
- A current resume / Curriculum Vitae
- Copy of academic certificates

Documents must be sent by email to [cicte@oas.org](mailto:cicte@oas.org) with the subject "Cybersecurity Gender Consultancy"

Applications will be accepted until **November 13, 2024 at 5:30pm** US Eastern time.

**The GS/OAS embraces equality, diversity, and inclusion. Thus, the GS/OAS, in accordance with its rules and regulations, is committed to providing equal opportunities in employment, achieving a diverse staff, and will consider a wide geographic representation, as well as gender equity and equality, in the selection of candidates.**