



## Position Description: HIC Focal Point/Regional Coordinator

<b>HIC Missions</b>	<b>HIC Functions</b>	<b>HIC-Focal Point Responsibilities</b>	<b>HIC-Focal Point Services/ Activities</b>	<b>Indicators</b>
<p>Advocacy for recognition defence and full implementation of housing rights</p>	<ul style="list-style-type: none"> <li>▪ Whistle Blower</li> <li>▪ Think Tank</li> <li>▪ Influencing housing policies and habitat agendas</li> <li>▪ Summing forces in WSF spheres</li> </ul>	<p>- Coordination of regional/focal point - centered campaigns and HIC declarations</p>	<p>- Promote, facilitate, manage and co-ordinate activities of the Coalition in relation to the Focal Point / Regional Coordinator</p> <p>- Positions main habitat declarations and missions</p>	<ol style="list-style-type: none"> <li>1. Number of events/and or campaigns coordinated and promoted.</li> <li>2. Number of conferences and seminars coordinated.</li> <li>3. Habitat declarations and/or missions supported in your region.</li> <li>4. Number of publications and reports produced.</li> <li>5. Number of research projects conducted.</li> </ol>
<p>Strengthening the people's processes for a place to live in dignity</p>	<ul style="list-style-type: none"> <li>▪ Articulating members' experiences</li> <li>▪ Articulating actions with allies</li> </ul>	<p>- Provide support to and implementation of HIC mission and activities in relation to the Focal Point / Regional Coordinator</p>	<p>- Assist in the coordination and implementation of specific activities by Thematic Reference Centers linked to the Committees or Working Groups.</p> <p>- Be in permanent contact with regional members.</p>	<ol style="list-style-type: none"> <li>1. Number of regional and global actions you have helped HIC members in your region coordinate (For example: action days, press events, campaigns).</li> <li>2. Number of projects/activities linked to the Committees or Working Groups you have helped coordinate and implement.</li> <li>3. Number of initiatives coordinated to promote HIC and the regional focal point's objectives/benefits to non-Member organizations.</li> <li>4. Number of initiatives coordinated to recruit new members.</li> <li>5. Number of events/campaigns of allies attended.</li> </ol>

# HABITAT INTERNATIONAL COALITION (HIC)



<p>Consolidating the Coalition</p>	<ul style="list-style-type: none"> <li>▪ Cultivate HIC identity</li> <li>▪ Permanent evaluation</li> <li>▪ Management of the Coalition</li> </ul>	<ul style="list-style-type: none"> <li>- Make contact with members and friends</li> <li>- Promote HIC membership</li> <li>- Promote, facilitate, manage and co-ordinate activities by members of the focal point / Region.</li> </ul>	<ul style="list-style-type: none"> <li>- Collect documents about members and provide GS with these</li> <li>- Collect information and data about members and friends</li> </ul>	<ol style="list-style-type: none"> <li>1. Number of times you have used the HIC Logo during events/campaigns or for publications/reports. Provide photos/documents to show the use of the HIC Logo.</li> <li>2. Do you have an updated link to the <i>HIC Membership Form</i> page on your website?</li> <li>3. Instances of HIC Inter-communication: <ul style="list-style-type: none"> <li>-To provide information to new members on the work of the thematic structure.</li> <li>-To advise members of the programs and activities of other members so as to create the possibility of joint actions</li> <li>-To coordinate the travel arrangements for members to attend the Annual General Assembly and the WSF</li> <li>-Etc...</li> </ul> </li> </ol>
	<p>-Overall: Covering all the functions</p>	<ul style="list-style-type: none"> <li>- Annual Report to General Secretariat</li> <li>- Annual Plan</li> <li>- Collect information and data about members and friends</li> </ul>		