



## Job Description

**Job Title:** Adviser, Trainer and Facilitator

**Project:** Mexico Awareness Raising (MAP) – USDOL Funded Project

**Start Date:** As soon as possible

**Location:** Mexico City, MX, with travel required throughout different Mexican States

**Type of position:** Part-time with a minimum of 10 work days per month

**Hours:** 10 days a month, wherein 1 day = 8 hours

**Social Accountability International (SAI)** is a non-profit organization advancing labor standards and working conditions around the world. We envision a world where workers, businesses, and communities thrive together. SAI is a leader in policy and implementation – developing social standards, guidance and tools, facilitating learning and capacity building, and convening partnerships to drive dialog and consensus-based solutions. Find out more on our website [www.sa-intl.org](http://www.sa-intl.org).

## Job Description

Social Accountability International (SAI) is hiring an Adviser, Trainer and Facilitator to support the implementation of the project activities for the “Mexico Awareness Raising” a US Department of Labor funded project. The project aims to “support the government of Mexico, including the federal and state-level Secretariat of Labor and Social Welfare, to design, execute, and sustain effective communication strategies that inform workers, unions, and employers of the legal ramifications of the country’s labor law reforms” ([USDOL](http://USDOL)). The reforms focus largely on freedom of association, collective bargaining rights, the elimination of protection contracts and other amendments in the 2019 Labor Reforms. The project is led by Partners of the Americas (POA). SAI is one of the implementing partners of POA and focused on increasing understanding amongst Mexican employers in target sectors of the new requirements under the country’s recent labor reforms. This position would support SAI in the on-the-ground delivery of this project component.

## ***Job Duties and Responsibilities***

1. In partnership with other Advisers, Trainers and Facilitators, the Senior Director for Innovations and Capacity Building, and the Program Manager for Latin America and the Caribbean, deliver both in-person trainings and virtual webinars on the selected labor topics to participating employers.
2. Develop and customize the content for the presentations on the selected labor topics, which are to be used in the employer virtual webinars and in-person workshops. These include, but are not limited to: Freedom of association, collective bargaining, the prohibition of protection contracts, the legitimization of contracts, no discrimination, no forced labor, no child labor and ethical remuneration and hours of work standards.

3. Support the development of and contribute ideas to the toolkits and complementary materials that will accompany the trainings.
4. Conduct analysis of governmental and private sector industry sharing and communications platforms, in order to identify gaps in the dissemination of labor reform news and opportunities for improvement.
5. Participate and help manage and prepare materials for the national level summits to be attended by STPS and Sectoral Business Associations.
6. Support the development of baseline assessment pre and post tools and materials for the companies that will receive technical assistance.
7. In partnership with other Advisers, Trainers and Facilitators, and the Senior Director for Innovations and Capacity Building, deliver in-person trainings to employers, technical assistance activities to manufacturing facilities and conduct baseline assessments for the companies that agree to participate.
8. Analyze and prepare materials on the best labor practices on union democracy and the prevention and remediation of gender-based violence at work.
9. For all technical materials that are developed, incorporate materials on the Rapid Response Mechanism defined by the United States-Mexico-Canada Agreement cases.
10. Participate in virtual and in-person meetings with key stakeholders.
11. Support the implementation of the project's Comprehensive Monitoring and Evaluation Plan.
12. Provide input to Technical Progress Reports for USDOL-funded projects.

**Skill Requirements:**

- Excellent communication skills
- Spanish fluency. English competency - required
- Experience creating presentations and leading trainings
- Experience with Mexican labor law, labor audits, and/or labor research
- Mexican Labor law expertise preferred
- Experience working with employers in Mexico
- Knowledge of Mexican labor law and 2019 reforms and USMCA – Article 23 requirements
- Flexible work schedule, able to travel (within Mexico) with little notice

**To apply**, please send resume and cover letter to [recruits@sa-intl.org](mailto:recruits@sa-intl.org). All applicants **MUST** include job title "Mexico Assessor Trainer and Facilitator" in the subject line of their email submission.

Compensation commensurate with experience and appropriate for a charitable organization of SAI's size. SAI is an Equal Opportunity Employer.

*Funding is provided by the United States Department of Labor under cooperative agreement number IL-35868-21 75K. 100% of the total costs of the project is financed with USG federal funds.*