



Programme Support Volunteer at PBI UK Office

About us:

Peace Brigades International (PBI) is an international NGO with over 40 years' experience providing life-saving protection and support to hundreds of brave human rights defenders who face reprisals because of their activism for social justice. PBI's trademark *protective accompaniment* teams in Colombia, Honduras, Guatemala, Mexico, Nicaragua, Indonesia, Kenya and Nepal are supported by PBI's International Headquarters in Brussels, and offices elsewhere in the world, such as our UK section, which carries out high-level advocacy for improved governmental and other support for human rights defenders, as well as stronger regulation of transnational business behaviour.

About the role:

A 3-month volunteer placement where the selected candidate will not only play a vital role in upcoming projects but also harness their skills in advocacy, communications and administration/logistics. They will deepen their understanding and knowledge of the UK environment, gaining insights into UK politics, international human rights, legal frameworks, advocacy strategies, and communication tactics.

By embracing this role, you become an integral part of our mission to influence positive change.

Responsibilities include:

(Note: These responsibilities are subject to adjustments and are not exhaustive).

- Support advocacy research and activities:
 - Conduct research on countries and cases that PBI works on.
 - Conduct research on policy advocacy related to HRD protection and business and human rights.
 - Participate in meetings with a range of external stakeholders.
- Support in the organisation and roll out of internal and external events.
 - Past events have included film screenings, talks with defenders, Parliamentary roundtables.
- Supporting field volunteer and alumni outreach and engagement.
- Producing communications outputs, such as articles on human rights issues, interviews with human rights defenders and social media posts.
- Supporting the organisation of human rights defender visits to the UK.
- Engage in network building and maintenance:
 - Cultivate relationships with lawyers, judges, NGOs, social movements, politicians, and funders.
- Support office administration, logistics and finance
 - Assist with filing, systems management and logistics.
 - Digital systems and IT support with technical troubleshooting.

Please see 'HOW TO APPLY' on page 3

Further Information:

Duration	3 months, starting January 27, 2026
Work Schedule	Minimum of 15 hours a week / 2 days a week.
Location	At least one day a week in our London office, ideally Tuesdays. Candidates can choose whether to work remotely on the other work days. Some work from other locations in London, for example around events, may be necessary and would be agreed mutually in advance.
Stipend Information	It is an unpaid volunteer placement. Though PBI UK provides a stipend for public transport costs incurred to travel to our office <i>from within London</i>, and for food on working days in the office. We can also cover any other reasonable costs incurred in carrying out the volunteer placement, so long as these are agreed in writing in advance.

About you:

	Essential	Highly Desirable
Availability / Experience / Skills	At least one day a week in our London office (non-negotiable) Fluent in English Knowledge of human rights and environmental issues. A love for working with people, and strong ability to work as part of a team and individually. Strong interpersonal skills, including the ability to develop and maintain key relationships with a range of audiences. Proficient in office IT skills (Excel, Word, Outlook & open-source equivalent), project management (e.g. Asana, Trello) and online collaboration software (Google Meet, Zoom, MS Teams, MURAL, slack or similar).	Intermediate/Advanced Spanish Experience of working in an office environment Experience with event organisation Experience supporting advocacy initiatives / meetings and transmitting messages clearly and impactfully Online and digital communications skills Experience working with diverse and decentralised teams



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	Skilled at managing multiple tasks at the same time - and able to prioritise effectively to meet deadlines Proactive problem-solving and ability to use initiative to spot opportunities for improvement and act upon them	Experience liaising and coordinating with multiple stakeholders An ability to record administrative information efficiently and meticulously
Values	Commitment to the principles and values of PBI Cultural and gender awareness and sensitivity	

HOW TO APPLY:

Please send a copy of your CV and a cover letter showing how you match the person specification, to:

admin@peacebrigades.org.uk

Timelines for the hiring process are as follows:

- **December 16, 2025 - by 5pm - DEADLINE for applications**
- **January 12 & 14** - interview dates
- **January 27, 2026** - start date

Please note:

We expect a high volume of applications for this role and don't have the resources to reply to everyone. We aim to give our shortlisted candidates the best experience possible; therefore we will only get in touch if you have been shortlisted for the role.

Please also note that we reserve the right to close this vacancy early.