

Field Research Coordinator for Southeast Asia

The Worker Rights Consortium (WRC), a nonprofit organization working to end labor rights violations in the global apparel industry, is seeking a Field Research Coordinator for Southeast Asia (“Coordinator”).

The WRC’s global field program involves:

- In-depth investigations of labor practices in factories around the world;
- Public reporting of labor rights abuses where they are identified;
- Engagement with factories and buyers to develop and implement corrective action plans to improve working conditions, including efforts to convince international customers to require the factories to cease abusive practices;
- Building and maintaining relationships with unions and worker rights advocates and working to inform workers and worker organizations about how the labor rights codes of conduct governing the behavior of apparel brands can be used as a tool to defend workplace rights; and
- Conducting and publishing research on critical labor rights issues.

The WRC conducts [investigations](#) at apparel factories into labor rights violation allegations received from worker organizations and other civil society organizations. The WRC’s commitment in all cases is to remain involved long-term to ensure that violations are eliminated and that improved conditions are maintained. The WRC’s primary focus is on the production of apparel that bears the names and logos of our 150 college and university affiliates in the US and Canada, but the organization also focuses on the broader apparel industry and on other products. The Coordinator will work closely with the WRC’s Southeast Asia field representatives, who are based in Cambodia, Indonesia, Myanmar, Thailand, and Vietnam, and who conduct the organization’s investigations.

The Coordinator will, with the Field Director for Southeast Asia and field representatives, coordinate investigations and write up formal findings and recommendations in the form of reports and correspondence and conduct other investigative and advocacy tasks as part of efforts to drive change at specific factories and in the garment industry overall. The Coordinator may also be involved in developing regional strategy and building relationships with national and regional organizations.

The Coordinator will report to the Field Director for Southeast Asia. This is a two-year grant-funded position, with the possibility of extension contingent on available funding.

Responsibilities

- Collaborating with field representatives to prepare and revise detailed factory investigation reports in English, based on factory investigations and analysis of national and international legal standards;
- Coordinating and conducting factory investigations in conjunction with field representatives; this includes interviewing workers and visiting factories in order to interview factory management, conduct a site inspection of the factory, and review factory documents;
- Writing correspondences and other public communications in English;
- Editing English-language documents prepared by field representatives and providing feedback;
- Conducting basic background desk research related to case work;
- Building and maintaining relationships with partners and coalitions, particularly organizations at the Southeast Asia level and organizations in countries where the WRC does not have a field representative;
- Supporting field representatives in international advocacy, including arranging international delegations and facilitating responses to press requests;
- Providing programmatic support to the Field Director for Southeast Asia as needed; and
- Liaising, as needed, with employers and brands.

Qualifications

- Minimum five years of experience working in labor rights, human rights, corporate accountability, social justice, law, journalism, or related field;
- Based in Southeast Asia (or similar time zone);
- Fluency in English; able to write reports and correspondence at a professional standard;
- Willingness to travel frequently within Southeast Asia;
- Experience conducting investigations to document violations of workers' rights or other human rights;
- Experience working with grassroots organizations and/or worker organizations;
- Demonstrated ability to manage complex projects;
- Interest in supporting colleagues to improve their written and spoken English;
- Attention to detail; and
- Highly organized and able to work independently.

Preferred but not required:

- Fluency in Thai, Vietnamese, Indonesian, Burmese, Khmer, Chinese, and/or Korean; and
- Knowledge and experience on employment and labor law in Southeast Asian countries.

Compensation

The minimum compensation for this position is \$2,700 per month. This can be adjusted based on experience and location.

Equal Opportunity

The WRC is committed to equity in hiring and contracting, to building a diverse staff and leadership team, and to treating our staff and partners according to principles of equity and non-discrimination.

Applicants shall not be discriminated against because of caste, race, religion, sex, national origin, ethnicity, age, disability, sexual orientation, gender identity, color, marital status, social background, or medical condition. ASEAN nationals are strongly encouraged to apply. The WRC also strongly encourages and seeks applications from women, members of the LGBTQIA+ community, and members of disadvantaged communities. Reasonable accommodation will be made so that qualified applicants with disabilities may participate in the application process.

To Indicate Your Interest

Through our application [portal](#), please upload the following:

- Cover letter explaining your interest in the position and relevant background;
- A résumé or CV;
- Two writing samples in English, preferably including a research report or article. To the extent possible, these samples should be written by the applicant with limited editing by others; and
- Three references. (Please indicate if you wish to be notified prior to any references being contacted.)

Applications that do not include all of the required materials will not be reviewed.

Applications will be reviewed on a rolling basis starting on June 12.