

Request for Proposals: Worker Interviewer / Auditor

March 2024

Project Background

Verité is an award-winning non-profit organization that illuminates and addresses serious human rights and labor rights violations in factories, farms, and other workplaces around the world. We serve private sector and public-sector clients by building their internal understanding of the labor rights problems they face in their supply chains and operations, and their skills to solve those problems.

Verité is seeking Worker Interviewers to conduct social responsibility workplace auditing and assessments to ensure that workers' rights are respected and prioritized, and identified issues are addressed and remedied.

Scope of Work

This position is open to candidates located anywhere in the United States; regular U.S. travel required. Assessments typically last 2-4 days (not including travel).

The Worker Interviewer / Auditor will be responsible for:

- Participating in onsite social responsibility assessments in collaboration with additional team members.
- Conducting individual and group interviews with employees at different worksites.

Evaluation Criteria

Required qualifications:

- Strong interpersonal skills, especially in cross-cultural settings.
- Strong experience with labor rights issues is required.
- Spanish fluency.
- Significant experience producing complex written reports in English, including the capacity to interpret assessment findings with attention to context and detail and understand how to effectively communicate findings and remediation recommendations to key audiences.
- A strong record of meeting deadlines.
- Applicants must possess a valid driver's license and be able to drive and reserve rental vehicles.
- Frequent travel in the U.S. required, along with occasional international travel. A valid passport is required.
- Enthusiasm and maturity, with the ability to conduct discussions at strategic and tactical levels, as well as in complex partner and client settings.
- Excellent client-service skills, with proven ability to forge effective working relationships and influence stakeholders.
- Maintains confidentiality in communications as appropriate.
- Demonstrated organizational skills and attention to detail.
- Self-driven and able to work effectively both independently and collaboratively as part of multiple teams in a fast-paced environment.
- Applicants are required to have legal authorization to work in the U.S. indefinitely.
- Experience with MS Office; familiarity with a variety of online communication platforms including Teams, WhatsApp, and Zoom.

Preferred qualifications:

- RBA, APSCA, or related qualification/certification.
- Experience participating in internal corporate audit teams or related social responsibility programs focused on labor.
- Experience auditing in the agriculture or raw materials sectors.
- Experience working with at-risk populations of workers, such as migrant workers.

Instructions for Submission

To submit a proposal for consideration, please attach a resume and a brief cover letter through the Verité application portal at verite.org/about/careers/verite-job-application-form/. You will find this RFP listed with the career opportunities that you can “Add” to your submission. No telephone or email inquiries will be accepted.