

## Thank you for your interest in the role of Local Groups Organiser

This is a new post created to strengthen and expand our network of Equality Trust-affiliated groups. As part of our objective of reducing inequality in local areas, this role will seek to develop our network of local groups, by increasing support to existing groups, supporting new groups to form, as well as working strategically with other like-minded organisations at a local level. Therefore it will involve frequent travel. The role will involve facilitating local activity, developing the capacity of local groups and broadening the reach of our networks. It will also involve developing and strengthening our Speakers' Network and responding to the increased demand for speakers on the topic of inequality.

The post-holder will broaden the scope of campaigning issues our groups feel confident to work on, including social inequalities, poverty (and the Poverty Premium), fair pay, education, health, social cohesion, etc. There will also be opportunities to get involved in different aspects of The Equality Trust's work.

The Equality Trust is committed to diversity, equality and inclusion in recruitment. We know that organisations with a diverse team perform better for their beneficiaries, and we seek applications from all those qualified to full the role. Our offices are wheelchair accessible, and we can provide reasonable adjustments to enable access to interview for suitable candidates.

### Employment details

- Salary is £30,000 plus 7% employer pension contribution (1% minimum employee contribution)
- The post is for 24 months, with the possibility of an extension.
- This post is full time, 5 days 35 hours per week
- The Equality Trust supports flexible working and is willing to discuss how working days/hours can be arranged to suit the needs of both The Equality Trust and the post holder.
- Holiday entitlement is 25 days per year plus statutory bank holidays.

To apply, please send a CV and covering letter, which addresses, with examples, each point of the person specification below (each document to be no more than 3 A4 sides, 12 point font) to [info@equalitytrust.org.uk](mailto:info@equalitytrust.org.uk)

**CLOSING DATE FOR APPLICATIONS: Monday 1st April, 2019 at 9am.**

**INTERVIEW DATE: Wednesday 10th April, 2019 (interviews to be held at Resource for London)**

### Job Description

#### Principle accountabilities

Specifically the organiser will, in line with agreed priorities, **facilitate and support** local groups to:

- Organise a range of interactive events, including film showings, speaker events, craftivist sessions etc.
- Hold public stalls and stalls at local events and conferences
- Establish links and hold events with local academics, student unions, schools and colleges, and local

like-minded organisations

- Train and recruit more members into our Speaker Network
- Develop and deliver training to volunteers on; on and off line organising, dealing with media, communications and other skills.
- Prepare campaigns materials for hustings for local/national elections and campaigns
- Engage with like-minded local groups on campaigning work to reduce inequality
- Engage with schools, youth groups and colleges where appropriate, through the Speaker Network and our education programme.

The organiser will also be a point of contact for local groups, produce a monthly newsletter and organise training events.

## **Person specification**

### **Essential**

- A strong understanding of the causes and effects of social and economic inequality and a strong commitment to equality and diversity.
- Experience of community and/or union organising and a proven history of grassroots campaigning.
- Ability to identify and recruit opinion formers from within communities.
- Ability to develop a strategic approach at a local level that both motivates supporters and where appropriate brings pressure to bear on relevant stakeholders.
- Ability to influence and work collaboratively with others, both internally with staff and volunteers and externally with prospective partner organisations.
- Excellent oral and written communication skills, with the ability to address different and diverse audiences.
- Competent IT and social media skills.
- Proactive, with an appropriate level of attention to detail and the ability to plan and organise own work and use own time effectively.
- A strong understanding and experience of organising in an inclusive way that proactively seeks to address any underrepresentation of disadvantaged groups.
- Ability to travel to our local groups to support them and produce a monthly newsletter.

### **Desirable**

- Ability or the willingness to develop the skills to deliver training materials to supporters.
- The ability to create media opportunities to further the organisation's strategic objectives.