

Recruitment Pack: Senior Campaigns Officer

Title: Senior Campaigns Officer
Hours: Full-time, 5 days/35 hours per week, 12 months fixed term contract
Salary: £31,858 per annum (pro rated for fixed term contract) plus 7% employer pension contributions.
Location: Flexible - currently working from home in line with Government guidelines.
Benefits: Time off between Christmas and New Year, free eye test, flexible working,
Employment details: Full time, 12 month fixed term contract
Reporting to: Executive Director

Application details: Please send a CV (not more than 2 pages) and a cover letter (not more than 2 pages) addressing the Person Specification by 9am on the 13th May to recruitment@equalitytrust.org.uk

It would help us if you are also able to complete and return the attached form, which does not form part of the recruitment process and is for internal monitoring purposes, to info@equalitytrust.org.uk

INTERVIEW DATE: 17th May

(interviews to be held over Zoom)

Unfortunately we are a small organisation with limited capacity and as we are recruiting for several roles at this time, we are not able to offer feedback to unsuccessful candidates. If you have not heard from us by the end of the day on the 14th May then we are afraid that you have not been selected for an interview.

This post is advertised as full time **35 hours per week** but we are also open to job-share applications, and requests to work flexibly from home /based in TET's London office/a combination, when we return to it. Note all staff are currently working remotely until further notice. This post will require some evening and weekend work which can be taken as TOIL.

The Organisation

The Equality Trust (TET) is the national charity that campaigns to reduce social and economic inequality in order to improve the quality of life in the UK. We are at the forefront of debates to tackle structural inequalities as well as supporting local grassroots groups to bring about change in their areas.

UK income inequality is among the highest in the developed world and evidence shows that this is bad for almost everyone. People in more equal societies live longer, have better mental and physical health and are more socially mobile. Community life is stronger where the income gap is narrower, children do better at school and they are more likely to achieve their potential. Rates of drug and alcohol addiction are lower. When inequality is reduced people trust each other more, there is less violence and rates of imprisonment are lower.

COVID 19 has emphasised the huge price society pays for high levels of inequality. If we want to build a better society, it is essential we take action to reduce the gap between rich and poor. The Equality Trust is working with others to build a social movement for change. The organization has been recognised as a Spark of Hope by The Elders (founded by Nelson Mandela), is the co-secretariat (with CPAG) of the All Party

Parliamentary Group on Poverty and the UK convener of the global Fight Inequality Alliance. If you are passionate about dismantling inequalities and working for social justice, then we want to hear from you!

We are looking for an exceptionally motivated and organised individual who enjoys working in a fast-paced, high-profile environment. We offer a dynamic, friendly team and a supportive and flexible working environment. The Equality Trust is committed to diversity, equity and inclusion in recruitment. We know that organisations with a diverse team perform better for their beneficiaries, and we particularly welcome applications from those who identify as Black, Asian and minoritised ethnic, LGBT+, disabled and older applicants.

Purpose of the role:

We are looking for someone with an intersectional feminist analysis/understanding of gender inequality to run our campaigns on gender pay and bonus gaps and #EqualPay50. The Equality Trust is leading a major campaign to raise awareness of the failure of major companies to adhere to the legal obligations to pay men and women equally and build a movement that increases the pressure on employers to reconsider their pay structures and commit to prioritising gender equality. Within this role there will also be opportunities to get involved in a range of different aspects of The Equality Trust's campaigns, particularly on fair pay. The campaigner will support the Executive Director to liaise with business representatives, trade unions, and voluntary organisations to collaborate on the design and implementation of fairer pay practices and the development of a comparator dashboard.

Job description

Responsibilities include:

- Lead The Equality Trust's campaigning and project work on equal pay/gender pay/unfair pay and other campaigns where required
- Recruit, mobilise, support and coordinate activists and organisations to take action against unfair pay and remuneration
- Acting as the key contact for #EqualPay50 volunteer activists, coordinating and delivering campaign organising meetings, supporting local action, and regularly communicating with activists through the campaign's mailing list
- Build and maintain key external relationships relevant to The Equality Trust's work on equal pay (e.g. trade unions, employers, activists, partner organisations, funders, academics, student unions, universities, schools and colleges) and proactively seek out opportunities for collaboration
- Coordinate communications with decision-makers, including employers and politicians (e.g. writing letters, attending meetings)
- Organise a range of awareness-raising events, seminars, campaign activities and media stunts
- Coordinate the production of a range of digital campaigning tools and materials, including video, animation, podcasts, blogs, traditional and social media, etc.
- Work with a number of trade union partners to develop a gender pay comparators platform
- Work with schools and colleges to develop resources on equal pay and coordinate the use and evaluation of these resources at schools across the UK
- Develop and deliver training and workshops on equal pay to universities, employers and activists
- Monitor and analyse relevant political and legislative developments (e.g. relating to equal pay,

gender pay and ethnicity pay)

- Undertake ongoing project monitoring and evaluation, including organising reflection and learning activities

Person Specification:

Essential

Experience:

- Experience of organising roundtable events and webinars.
- Experience of campaigning on social justice both online and offline.
- Experience of designing winning campaign strategies and making campaign plans with activists/volunteers or colleagues.
- Experience of developing and delivering social media campaigns and communications.
- Experience of effective project and event management, including an ability to manage, monitor, and report on project budgets.

Abilities and Skills:

- A strong understanding of the causes and effects of social and economic inequality and a strong commitment to equity and diversity.
- Ability to influence and work collaboratively with others, both internally with staff and volunteers and externally with prospective partner organisations.
- Excellent oral communication and facilitation skills, with an ability to facilitate meetings, workshops and training with activists and colleagues, in both offline and online settings.
- Excellent written communication skills with ability to produce engaging and accurate written resources, briefings and reports for a range of different audiences, from activists to elected politicians.
- Campaign/policy research skills or data analysis skills.
- Proficient IT 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 and willingness to undertake occasional travel across the UK, work evenings and weekends and staying overnight when required and Government regulations permit.

This role will involve some travel when Government regulations allow. It will also require evening and weekend work, to facilitate working with volunteer activists for which TOIL will be given.

The Equality Trust Equality and Diversity Monitoring Form
Private & Confidential

Thank you for completing this **optional** form. We are collecting this data in order to audit our recruitment processes and ensure that we are reaching all sections of the community, in line with our Equal Opportunities Policy. By collating this data we will be able to identify how we can improve the diversity of candidates for all roles in the organisation. This data will be separated from your application form, and both documents will be anonymised before being processed. We will retain this data for 3 months after the post has been filled, after which it will be securely disposed of. You do not have to answer all of the questions, however the more information you provide, the better we can evaluate what we do.

Full name:	
Position applied for:	
Where did you see this vacancy advertised?	

1. How would you best describe your gender identity?	<input type="checkbox"/> Woman <input type="checkbox"/> Man <input type="checkbox"/> Prefer not to say	<input type="checkbox"/> Non-binary <input type="checkbox"/> Genderqueer	<input type="checkbox"/> Agender <input type="checkbox"/> Other: _____
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2. Do you identify as trans?	<input type="checkbox"/> Yes <input type="checkbox"/> Prefer not to say	<input type="checkbox"/> No
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3. Preferred title	<input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Mx	<input type="checkbox"/> Mr <input type="checkbox"/> Dr <input type="checkbox"/> Prefer not to say	<input type="checkbox"/> Mrs <input type="checkbox"/> Other: _____
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4. Age range	<input type="checkbox"/> 16 - 24 <input type="checkbox"/> 45 - 54 <input type="checkbox"/> Prefer not to say	<input type="checkbox"/> 25 - 34 <input type="checkbox"/> 55 - 64	<input type="checkbox"/> 35 - 44 <input type="checkbox"/> 65+
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5. Sexual orientation	<input type="checkbox"/> Asexual <input type="checkbox"/> Heterosexual/straight <input type="checkbox"/> Queer	<input type="checkbox"/> Bi <input type="checkbox"/> Lesbian/gay woman <input type="checkbox"/> Prefer not to say	<input type="checkbox"/> Gay <input type="checkbox"/> Other: _____
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6. Ethnic origin	<input type="checkbox"/> Asian/Asian British <input type="checkbox"/> White/White British <input type="checkbox"/> Prefer not to say	<input type="checkbox"/> Black/Black British <input type="checkbox"/> Mixed/Multiple ethnic groups	<input type="checkbox"/> Gypsy or Irish Traveller <input type="checkbox"/> Other: _____
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7. Do you have a religion/faith?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Prefer not to say If yes, please specify: <i>(optional)</i> <hr/>
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8. Disability	Do you consider yourself to be disabled under the Equality Act 2010? <i>When answering this question please note that under the Equality Act 2010 you are considered to have a disability if you have a mental or physical impairment which has a substantial and long term adverse effect upon your ability to carry out normal day to day activities.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes, what is the nature of your disability? <i>(please state) (optional)</i> <hr/> <hr/>	
	Do you require any equipment, support or special consideration for access because of your disability/ies in order to carry out the duties described in the job description for the position and/or interview purposes?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes, please state: <hr/> <hr/>	

The information you have provided here will be stored either on paper records or a computer system in accordance with the General Data Protection Regulation (2016/679 EU) (GDPR) and will be used solely to monitor the diversity of The Equality Trust’s recruitment regarding Equal Opportunity issues. It will not be treated for any other purposes.

Declaration	I agree that The Equality Trust may hold and use the information about me contained in this form, including any information that falls within the definition of ‘sensitive personal data’ under the terms of the General Data Protection Regulation (2016/679 EU) (GDPR) and as amended, for the purposes of monitoring equal opportunities. I agree that the Trust may keep a record of this form for 3 months.
Signed:	
Date:	

Thank you for taking time to complete this form.