REGIONAL REPRESENTATIVE ROLE DESCRIPTION

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| **Position Title** | Regional Representative |
| **Team** | Regional Representatives Forum |
| **Location** | Home-based |
| **Reports to / Staff Support** | Community Organiser (Local Groups)  Chair of Regional Representative Forum |
| **Classification** | Volunteer (unpaid) but expenses are covered by Amnesty International UK. |
| **Hours** | 5-7 hours per week (average) |
| **Tenure** | 3 years (renewable for up to 9 years) Elected by Local Groups |
| **Training Provided** | Upon commencing, the RR will receive an induction at the Human Rights Action Centre in London where key relationships with staff and other activists will be established.   Prior to this meeting there should be a handover with the retiring RR to cover such matters as:   * Regional records * Regional financial arrangements * Regional facilities * Group profiles * Local and regional partnerships * Recent past activities (successful and unsuccessful) |

Member of: Regional Representatives Forum

Supported by: Community Organiser (Local Groups)

Key relationships: Local groups, Regional Media Support Officers, Student Action Network Committee, Country Coordinators, Thematic Networks Committees

Reports to: Activism Sub-Committee of Board and Local Groups in region

**Primary Objective(s)**

Amnesty International UK is made up of around 200 groups across the country which are supported by Regional Representatives (RR) in Scotland, Northern Ireland, Wales and 10 geographic regions in England.

RR are formally elected as lead activists by local groups to represent a particular region. RR are a vital link between local groups, the Human Rights Action Centre and other Amnesty International structures. RR lead on a regional strategy to grow and strengthen activism in their region by growing and supporting local groups, managing Regional Conferences and by sharing information including national opportunities as well as group events and activities. RR are ambassadors for Amnesty International and represent the organisation both in their respective communities and online.

RR are responsible for growing and strengthening our regional Amnesty International presence to ensure a stronger movement and therefore a greater human rights impact.

## Key Responsibilities

* To be an ambassador for Amnesty UK both within the region and online
* To work with activists and groups in the region to develop a plan to grow and strengthen activism in their region this should include one (or more) regional meetings each year
* To be the primary point of contact for local groups (both reactive and proactive) for discussion of ideas / problems / questions. Communication could take the shape of newsletters / emails/ telephone / visits as appropriate.
* To mentor and support activists within their region
* To represent the activism, interests and groups in their region
* To provide a link between Local Groups and other Amnesty activist structures
* To attend the quarterly Regional Forum meetings and feedback to their region.
* To act in accordance to our Activist Code of Conduct http://www.amnesty.org.uk/resources/activist-code- conduct

NB: Each region has a different way of working dependent on past history and current dynamics Some regions have well developed teams that support the work of the RR, others will need to create teams to help organise specific projects/events/campaigns and in some regions the RR works independently.

Other duties could include:

* Designing and delivering training
* Raising media profile
* Joint campaigning between groups / regional events
* Major public meetings / events
* Regional website
* Supporting groups with and on social media

**Election Process**

* You must be an individual member of Amnesty International UK
* You must be a member of a Local Group
* You must be nominated by two Local Groups in your Region
* The election is announced and managed by the Community Organiser (Local Groups)
* All affiliated Local Groups in the Region are eligible to vote for the Regional Representative

**Skills and Knowledge**

*The below are useful skills and knowledge to help you to fulfil this role:-*

* At least one year’s experience as an activist within AIUK, and as a participant in one or
* more activist structures within AIUK, such as student or local groups
* Experience of team / cooperative working
* Experience of human rights activism, and/or campaigning skills
* Good written and oral communications skills
* Basic IT competence (email, word processing, etc.) and regular access to the internet
* Social media experience

*Desirable*

* Experience in project management
* Experience in leading a team / mentoring volunteers

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