



JOB TITLE	Community Organiser (Movement building - Trade Unions, Campaigning Partnerships, Workplaces)
TEAM	CORE
DEPARTMENT	Supporter Campaigning and Communications
REPORTS TO	Movement Building Manager
RESPONSIBLE FOR	Trade Union Network Committee (TUNC), Campaigning Partnerships, workplaces and Regional Teams / Local Groups office volunteers
SCALE	Grade 4
HOURS PER WEEK	35 hours (flexible working considered)

PURPOSE OF THE TEAM

The CORE team's purpose is to lead the implementation of the Impact of the Movement Strategy by enabling more people to know, claim and stand up for human rights as part of the Amnesty movement in the UK. The team is pivotal in Amnesty being able to achieve its ambition to be the most impactful grassroots campaigning movement in the UK.

The Movement Building Team sits within the CORE team and leads the strategic thinking to increase the size, diversity and impact of Amnesty's activist supporter base so that there are local activist structures ready to act in every political constituency in the UK by 2023. It does this by supporting lead activists, Trades Unions, Football and other partners and connecting and empowering them to create exciting, relevant, welcoming and rewarding experiences of Amnesty in their communities throughout the UK.

PURPOSE OF THE JOB

The Community Organiser (Trades Unions, Campaigning Partnerships, Workplaces / Regional Teams / Local Groups) is part of the Movement Building Team responsible enabling, connecting and empowering more people and partners in communities throughout the UK to use their skills, connections, knowledge and passion to campaign together for positive human rights change.

Their role is to:

- Build on the established and ongoing partnership with TUC and other Trades Union partners to help build and diversify the Amnesty movement in communities throughout the UK.

- With support from line manager negotiate and manage other campaigning partnerships (eg with Faith Groups) to help build and diversify the Amnesty movement in communities throughout the UK.
- Support Regional and local Activist Teams to build and diversify the Amnesty movement in and with their communities.
- Support projects and plans across Movement Building Team and wider CORE team to help support lead activists to build and diversify the Amnesty movement in communities throughout the UK.

MAIN TASKS

1. Community Organising and Partnerships

- 1.1 Work with Trades Union Network Committee, other campaigning partners and relevant lead activists and staff to develop and execute a rolling, costed twoyear operational plan with clear objectives, milestones and timetable to support delivery of relevant Impact of Movement strategy outcomes.
- 1.2 Work with Trade Union and other campaigning partners to explore, identify and facilitate opportunities for enhancing AI's impact ensuring these opportunities are developed in partnership.
- 1.3 Work with Trade Union and other partners to provide support, advice and tools for developing plans, campaigns and activities consistent with AIUK's campaign and organisational objectives.
- 1.4 Recruit, develop and support local and regional activist teams providing advice and tools for developing plans, campaigns and activities consistent with AIUK's campaign and organisational objectives and relevant to the regional / local context.
- 1.5 Mentor and support partners and activist leaders to ensure their development as organisers and defenders of human rights
- 1.6 Commission and/or create audience focussed (ie for trade union partners, other campaigning partners and Amnesty activists and local groups) communications programmes, events, materials etc which are engaging, inclusive, accessible and creative – in line with Amnesty's brand and communications principles. In so doing to maximize the use of appropriate communication channels including online and offline to strengthen relationships, build the Amnesty movement and maximise Trade Union affiliation, and participation of all relevant partners and lead activists to achieve impact.
- 1.7 Ensure effective monitoring and evaluation of all projects and activities as a basis for analysing impact, learning, adapting and regular reporting.
- 1.8 Ensure excellent supporter care, providing expertise, advice, clear briefs and relevant Q&As to the Supporter Communications Team for all enquiries relating to supporting TU partners, other partners and Local Groups.
- 1.9 Act as CORE representative and Community Organising expert for cross team projects and for the whole CORE Team portfolio when required

- 1.10 Work with CORE Business Processes Manager to support Trade Union partners, other campaigning partners and lead activists to engage with and participate in Amnesty's key democratic processes as appropriate, including the National AGM and membership consultations.
- 1.11 Work with CORE Business Process Manager to ensure all relevant activist constituencies terms of reference are compliant with AIUK's constitution
- 1.12 Ensure that necessary data, including activities and feedback are recorded on relevant AIUK database, analysed and reported on to constantly learn from and adapt ways of working based on insights
- 1.13 Facilitate exchange of good practice/ ideas between Trade Union partners, other campaigning partners, relevant led activists and staff.
- 1.14 Keep abreast of external developments in community organising, activism, campaigning and communications and share and use insights to test and encourage new activities and ideas to progress organisational objectives
- 1.15 Work with the team to develop and achieve Team objectives and plans.

2. Movement building (TU, Partnerships & regional teams) specialist main tasks

- 2.1 Work with Trade Union and other campaigning partners to explore, identify and facilitate opportunities for enhancing AI's impact ensuring these opportunities are developed in partnership
- 2.2 Service and support the TU Network and their committee and other relevant groups as required working with them to develop and execute plans in line with Impact of Movement strategy.
- 2.3 Be the named point of contact to support key partnerships including with union partners and TUC; with support of manager build and maintain positive and empowering relationships at the highest levels (eg general secretaries and senior officials); and facilitate the participation in projects / campaigns across the organisation in support of Amnesty's strategic objectives.
- 2.4 Support defined Partner and activist Committees (inc Trade Union Network Committee) to develop and deliver clear plans and objectives relevant for their communities in line with Impact of Movement strategy and AIUK strategic plan.
- 2.5 Facilitate and support relevant partner/activist Committees to identify and develop tactical and strategic campaigning partnerships.
- 2.6 Work with defined Campaigning Communities Committees to enable engagement and participation of other Amnesty UK Groups, activists and supporters – including as a gateway to greater participation in other Amnesty programmes by working across relevant teams to develop and test supporter journeys.

3. Resource Management

- 3.1 Using budget parameters as allocated by Campaigning Communities Manager, design, manage and report on budgets working with lead activists and partners where appropriate
- 3.2 Work with the fundraising teams to identify opportunities and resources to maximize the fundraising potential of Trade Union and other activist communities and campaigning partners.
- 3.3 Be responsible for managing materials stock as appropriate

4. Other

- 4.1 Take responsibility for your own health, safety and welfare, comply with AIUK H&S policy and procedures, and not act in any way that compromises the safety of themselves, colleagues or the public.
- 4.2 Follow defined safeguarding processes and policies as laid out by Head of Safeguarding / line manager.
- 4.3 Manage and deliver specific inclusive and accessible activist conferences, events and activities, taking account of gender and diversity objectives and principles.
- 4.4 Manage the health and safety of volunteers, including conducting risk assessments as appropriate, and ensuring they have access to, and participate in, appropriate instruction, training and supervision.
- 4.5 Deliver all aspects of this job description in accordance with AIUK's Equality and Diversity policy.
- 4.6 Undertake any relevant duties or projects delegated by line management which are in line with the overall responsibilities of the post.

October 2019

PERSON SPECIFICATION Job Title: Community Organiser (Movement building - Trade Unions, Campaigning Partnerships, Workplaces)	
ESSENTIAL	CRITERIA
Experience	Experience of successfully establishing, retaining and mobilising activist groups including union affiliates, right-holders and allies.
	Experience of Community Organising as a means to achieve change
	Experience of impactful partnership working with other organisations including trade unions and AIUK audiences to achieve objectives
Skills and Knowledge	Understanding of and commitment to human rights and AIUK vision
	Knowledge of community organising and campaigning techniques, and the theory behind these techniques, including principles for the active participation of rights-holders
	Knowledge of trends and directions in the Trade Union movement, including knowledge of trade union structures, policies and procedures in the UK.
	Ability to plan, monitor and evaluate
	Excellent communication skills including experience in writing and confident public speaking to large groups.
	Understanding and ability to use a range of communication methods, including digital communications, to full advantage
	Proven ability to work with limited supervision and manage own work load day-to-day while handling competing priorities and deadlines.
	Ability to network and maintain relationships with key stakeholders in the community, particularly unions, including due diligence, risk mitigation, negotiation and mediation of difficult issues and complaints
	Demonstrated leadership and team-building skills, including the ability to enthuse, motivate, mentor, coach and support others including experience in working with and managing volunteer teams.
	Excellent administrative skills, including database skills
	Ability to undertake regular travel and to work outside of normal business hours on a regular basis.
	Excellent interpersonal skills, ability to communicate effectively with individuals and groups from a range of backgrounds
Equal Opportunities	Understanding of and commitment to Equality and Diversity
Amnesty's aims and objectives	Understanding and commitment for the aims and objectives of Amnesty.
DESIRABLE	CRITERIA
Skills and Knowledge	Experience of delivering supporter growth
	Monitoring and reporting on budgets