**Job Description**

***Project title:*** Women Together for Change

***Job title:*** Community Organiser

***Based at:* The Vassal Centre, Fishponds** at least one day a week with a mix of home working and working from community centres/other venues across Bristol. Travel within the Bristol area will be required and expenses will be paid.

***Hours:***  20 hours a week (0.5 FTE) to be worked flexibility, including potential evening work, may be required.

***Length of contract****:* Four years, until 30th September 2025 to coincide with funding.

***Holiday:*** 20 days (pro rata) plus bank holidays (pro rata)

***Pay:*** £22,400pro rata

***Probationary period:*** There will be a six-month probationary period

***Reports to:*** Bristol Women’s Voice Director

***Responsible for:*** Project managing Women Together for Change volunteers, student placements and/or interns as required.

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| **Job purpose:**   * To facilitate the development of women’s action groups to work together to campaign for strategic change in their communities and across the city to further equality for women. * Support the visibility and inclusion of marginalised and minoritised women in decision making, policy and practice in Bristol. |
| **Key Responsibilities** **Project development:**   * Taking a community organising approach, bring together women’s action group/s and support them to:   + Identify project and campaign objectives   + Develop project and campaign plans   + Enable women’s involvement and leadership.  **Relationship building and influencing**  Work with women’s actions groups to:   * build relationships with power holders, decision makers and influencers at a local and national level * engage stakeholders across Bristol institutions, communities and organisations to build a diverse network of support * increase marginalised and minoritised women’s influence, visibility and voice in decision making within Bristol * run public actions/events/activities to raise awareness and support campaigns for change.  **Support**  * Work with women in the action groups to identify and achieve individual development goals including access to volunteering, work/skill development and leadership roles within the campaigns. * Facilitate women’s access to training, workshops and asset-building activities to support women to upskill, share knowledge and connections to support the work for change. * Participate and support women to participate in the delivery of an annual International Women’s Day event.  **Communication**   * Report on project progress to BWV staff, trustees and funding bodies, through a range of verbal updates, emails, press releases and reports. * Engage with BWV’s teams through attending team meetings. * Represent BWV externally as required. * Ensure communication is within BWV’s intersectional feminist values, ethos and in line with our objectives. * Any other responsibilities which are commensurate with the role. |

**Person Specification**

*Experience can be demonstrated from employment or volunteering*

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| **Skills and experience** | **Essential** | **Desirable** |
| Experience developing positive relationships and working with community members and groups to influence change | X |  |
| Previous experience of working with vulnerable people |  | X |
| Experience of work to influence policy or practice | X |  |
| Experience organising community events |  | X |
| Excellent interpersonal/communication skills including the ability to gain rapport with people with differing needs and from a variety of backgrounds. | X |  |
| **Qualifications and training**  Experience in a related influencing, policy or empowerment role and able to demonstrate competence to undertake the duties required | X |  |
| Accredited Level 2 or 3 Community Organising or Community Development Qualification, or willingness to undertake training | X |  |
| Ability to demonstrate continuous improvement and self-development | X |  |
| **Knowledge and Skills**  A knowledge of and commitment to intersectional feminism and what this means in practice | X |  |
| An understanding of the principles and practices that underpin effective community organising, including barriers | X |  |
| An understanding of the barriers to community involvement and how these may be overcome. | X |  |
| Understanding of diversity, inclusion and how related issues impact on women’s voice and influence | X |  |
| Understanding of issues affecting different women and girls in Bristol and nationally | X |  |
| Behaviours  Ability to organise, plan and prioritise on own initiative, including when under pressure and meeting deadlines. | X |  |
| Proactive and able to respond flexibly to changing priorities, and to set and work to competing deadlines | X |  |
| A good team worker who enjoys supporting others and working together for common objective | X |  |
| Other  A clear commitment to the values, aims and objectives of Bristol Women’s Voice. | X |  |

This is a project run by and for marginalised women and we particularly encourage applications from under-represented groups, especially women from Black and minoritised backgrounds and women from lower socioeconomic backgrounds.

Bristol Women’s Voice will interview all disabled candidates who meet the essential criteria for this role.