

## Friends of the Earth – Job Description

<b>Job title</b>	Cumbria Community Organiser
<b>Reporting to</b>	NW Regional Campaign Organiser
<b>Team</b>	England
<b>Career stage</b>	E
<b>Line management</b>	None
<b>Purpose of the role</b>	
<p>The Cumbria Community Organiser will be a key member of our campaign team on the ground in West Cumbria throughout the summer of 2021, supporting local communities in planning and running impactful campaigns and community organising at a grassroots level in the area.</p> <p>The community organiser will work closely with existing campaign groups in the area, organising training and ongoing support as needed for each community they work with and providing campaigning direction and guidance.</p>	
<b>Key responsibilities and tasks</b>	
<ul style="list-style-type: none"> <li>• To work local activists to build relationships with key stakeholders in the community, including local residents, small businesses, other campaigning organisations and political decision-makers.</li> <li>• To work with and bring people together members of the local community to plan and run their own campaign as a well-functioning team, providing them with support along the way.</li> <li>• This role will build and help maintain relationships at a grassroots and decision-maker level, and with other organisations on the ground to help secure the best possible outcomes for the communities they work with.</li> <li>• To develop and deliver training for activists in the local area</li> <li>• To build and maintain relationships with other activist groups campaigning on the same issues, sharing information and intelligence and coordinating campaign efforts.</li> <li>• Input into and where required write and produce resources in collaboration with the campaign activism team, marketing and relevant policy/ campaigns teams.</li> <li>• To support activists and communities in feeding into campaign strategy, including the planning of relevant campaigns at a national level.</li> <li>• Supporting the community in engaging with the media and where required carrying out media interviews</li> <li>• Build and maintain proactive, supportive and effective communication and relationships with colleagues across the organisation.</li> <li>• Ensure effective communication and coordination between own teams and the Friends of the Earth network.</li> <li>• Be adaptable to fast changing situations, including: rapidly changing focus of tasks according to activist and organisational needs.</li> </ul>	

- Engage with passion, conviction and clarity on behalf of Friends of the Earth
- Ensure that data is gathered, stored and used in line with our organisational policies
- *You will also need to be aware of and follow Friends of the Earth policies and procedures, with particular attention to safeguarding, equality, diversity & inclusion, and our values.*

### Person specification

- Hands-on experience of working with community groups on at least one campaign, including the use of community/political organising tools.
- Experience of working with volunteers and activists, as individuals and/or within campaign and community groups, from a diverse range of backgrounds, with an understanding of how activists operate, their needs and the constraints they can face.
- Campaign delivery skills including a firm grasp of what makes a winning campaign strategy, and experience of working with communities to develop campaign plans together.
- Experience of managing a range of relationships at a grassroots level, and building and maintaining relationships with individuals from a range of backgrounds - from activists to political decision-makers.
- Strong organisational and facilitation skills – from running events to being able to organise a group and guide discussion towards agreed, clear outcomes.
- Ability to communicate with a range of audiences.
- Experience of developing the skills and confidence of others, including through training, facilitation and coaching
- Insight or experience in how to activate an online supporter in to real life campaigns, with experience of modern digital campaigning and organising tools.
- Sound information management and IT skills.
- A positive, self-starter with the ability to represent Friends of the Earth well.

### Our Values

Ability to demonstrate understanding and apply our values.

**Integrity**- We demonstrate integrity throughout everything we do, internally and externally.

**Impact** – We make the biggest impact we can through good analysis and judgement, insight, feedback and focus.

**Leadership** – We motivate others through our individual and collective actions, our compelling vision, and our clarity on what work needs to be done.

**Focus on Friends**- To build our influence we put new and existing ‘friends’ at the heart of our work.

**Accountability-** We hold ourselves and other to account for our work and how we work.

**Learning and Enquiring Mindset-** We learn continuously, challenging our own assumptions and habits while expanding our horizons to enable us to improve the impact of our work.

Date approved	April 2021
Date reviewed	April 2021

*This job description is current as at the date shown above. In consultation with the post-holder it is liable to variation by the Director to reflect or anticipate changes, in, or to, the post and the organisation.*

*The job description gives an overview of the main responsibilities of the role. The day to day role will also involve any other duties and responsibilities, express and implied, which arise from the nature and character of the post.*