

Coalition for Racial Equality and Rights

Job Description

Job Title: **Communities and Campaigns Officer**

Reports to: **Executive Director**

Main Purpose of Job:

To support CRER's work in ensuring that the race perspective remains integral to the public policy agenda, including through building an effective coalition of stakeholders and developing initiatives to engage, empower, educate and campaign for racial equality, community cohesion and human rights.

Key Responsibilities:

Building and Supporting Networks

- Develop and implement an effective stakeholder network to deliver CRER's objective as a coalition for racial equality and rights
- Through the Glasgow Voluntary Sector Race Equality Network (GVSREN), provide support for Black/minority ethnic voluntary sector groups (and individuals) in Glasgow to better interface with the Glasgow Community Planning Partnership and its individual partners, and seek opportunities to play a similar role across the whole of Scotland
- Engage with public bodies and community engagement structures in Glasgow / Scotland so that they can more effectively engage with and involve the full range of Black/minority ethnic groups in their area
- Promote networking between academic, community and public sector partners to encourage information sharing and joint working, and strengthening research and other capacity in the Black/minority ethnic voluntary sector

Building Community Empowerment / Activism

- Design, recruit for and deliver programmes aimed at building capacity among members of different Black/minority ethnic groups, especially young people, to:
 - Participate in political and other decision-making activity
 - Exert influence on the way services are planned, delivered and reviewed.
 - Access training, volunteering opportunities and other developmental opportunities
 - Assist them in challenging racism and asserting their human rights

Campaigning and Promoting Public Education

- Enlist widespread public support for anti-racism, community cohesion, integration and the protection of human rights, and help create and develop a pro-active anti-racist Scotland by:
 - Designing, developing and implementing programmes for public education, and co-ordinating CRER's anti-racist campaigning activities
 - Using specific programmes to involve CRER stakeholders in building towards an anti-racist Scotland, and publish regular information on issues of interest

Black History

- Curate and co-ordinate the annual CRER Black History Programme of Events
- Further CRER's aims of establishing a Scottish National Museum of Empire, Slavery, Colonialism and Migration
- Campaign and develop materials to further the teaching of Black History throughout the Scottish education system

Other

- Work collaboratively across the organisation, including covering duties of other staff as required
- Identify and develop opportunities to raise funds to support CRER's work
- Utilise opportunities to publicise CRER's work and objectives, including by regularly contributing to CRER's Website, Facebook pages, Twitter feeds and blogs
- Any other duties required for the successful implementation of CRER's objectives

This job description does not represent an exhaustive list of responsibilities and tasks but indicates the main responsibilities required from employees in this role. The organisation reserves the right to vary or amend the duties and responsibilities of the post-holder at any time according to the needs of the organisation's business.

There is a requirement to work flexibly, including working evenings and weekends as necessary in order to ensure appropriate fulfilment of duties.

Person Specification

Key Requirement

- A desire and ability to make a real improvement to racial equality issues in Scotland

Qualifications

- Degree level qualification or equivalent

Skills and Knowledge

- Knowledge of equality and human rights issues, policy and practice
- Excellent oral and written communication skills, including an ability to engage with a range of audiences
- Good understanding of community development principles and practice
- General awareness of Black History in a Scottish context

Experience

- Experience of networking at local and/or national levels and of building partnerships
- Experience of working with communities in a variety of settings
- Experience of initiating / taking part in campaigning activity
- Involvement in challenging racism at either a personal and/or organisational level

Competencies

- Strong interpersonal competency, including an ability to negotiate and to build and maintain excellent working relationships at all levels
- Skilled networker with an ability to form solid alliances with key stakeholders
- Highly motivated self-starter with drive and initiative to make things happen
- Ability to work under pressure, handle busy workloads and meet tight deadlines
- Ability to work independently and to exercise initiative and judgement
- Ability to monitor and evaluate own work
- Willingness to work flexibly, and to contribute to the overall team effort