

Migrant Voice
Campaign organiser

JOB DESCRIPTION

Name of organisation: Migrant Voice

Job title: Campaign organiser

Responsible to: Advocacy and Communications Lead

Responsible for: Volunteers

Working hours: Four days per week (weekdays). This may include some evening and weekend work (as some of our activities will take place in the evening).

Where: The worker will be based at our London office. Some hybrid working can be negotiated.

Start Date: From October 2023 to be agreed with the successful applicant

Contract: Two-year fixed contract

Salary: £30,000-33,000 pro rata

Date written: 25.08.2023

Job summary

The Campaign Organiser will work closely with the Advocacy and Communications Lead to ensure migrants are at the centre of and leading campaigning for their rights, and will support the individuals affected to speak out.

The post holder will play an important role developing and implement advocacy strategies for our campaigns to drive positive change for migrants. The role includes mobilising, training, mentoring, engaging and supporting migrants to tell their stories on policy platforms, in the media and the public, building coalitions with stakeholders, and producing effective materials to influence policy makers and others.

The role includes a particular focus on driving forward our campaign for a fairer visa and immigration system, building on our work to date.

About Migrant Voice

Migrant Voice is a migrant-led, national organisation which is building a community of migrants to speak for ourselves and call for justice for all.

We put migrant voices at the centre of the migration debate by developing the skills and confidence of migrants, including asylum seekers and refugees to speak out in the media and on public and political platforms to create positive change.

We work with all migrants, including refugees and asylum-seekers, across our hubs in London, West Midlands and Glasgow.

Main duties and responsibilities

Working closely with the Advocacy and Communications Lead and other staff at Migrant Voice, you will:

- Contribute to developing clear and coherent strategies for our campaigns including undertaking research into the best angles to focus on.
- Mobilise, engage and support migrants to take a lead in campaigning for their rights, including planning and policy development, campaign actions and events.
- Train, mentor and support people with lived experience to enhance their capacity and confidence to tell their stories on policy platforms and through blogs, social media and other campaign materials.
- Support migrants throughout the process of speaking out to the media and policy makers including meeting with their MPs including organising lobbies in Parliament
- Support the running of the steering group for the project.
- Build connections and coalitions with other organisations and stakeholders.
- Scope, develop and produce high-quality campaign content and messaging based on migrants' experiences, for a range of audiences including: consultation responses; briefings; campaign updates; creative and audio-visual content, etc.
- Contribute to the evaluation of our campaign work and draw and implement the learning including preparing evaluation reports.
- Together with the staff team:
 - Organise and facilitate safe space meetings to explore the issues and how they are affecting migrants; build knowledge and capacity; build solidarity with other stakeholders and develop a strategy/plan of action.
 - Undertake outreach and work with migrant individuals and communities affected.
 - Conduct interviews and produce case studies of migrants affected by the issues campaigned on.
 - Support migrants to create social media content including photos and short videos.
 - Build relations with and lobby opinion formers at local, national levels

Other duties

- Undertake administrative duties related to the project including collecting data and keeping records, etc.
- Participate in supervision meetings, regular team meetings and other meetings as required.
- Adhere to MV's policies and procedures and demonstrate a commitment to equal opportunities and confidentiality policies ensuring accessibility, equality and diversity in all activity.
- Ensure data is handled in accordance with GDPR legislative requirements .
- As a small team you will be contributing to the effective operation of MV, encouraging a co-operative and supportive environment within the organisation.
- Recruit and support volunteers to assist in the project.
- Adhere to project budget and undertake regular financial reporting.
- Work flexibly alongside other members of the MV team to take on reasonable tasks as appropriate over and above those set above.
- Develop and implement clear work plans to ensure meeting targets.

Person Specification

Job title: Campaign Organiser

Essential Criteria

Education

Degree level education

Experience

- Three years' experience of working on campaigns in the UK
- Experience with mobilising and organising a community around a campaign
- Experience supporting/developing and implementing a campaign strategy ideally with an NGO
- Experience of researching and writing campaign briefings and materials
- Experience of working with migrants and refugees
- Experience in organising and facilitating meetings/training/events

Desirable criteria

- Experience of influencing decision-makers
- Experience of working with grassroots groups and/or migrants on social justice issues in the UK
- Experience of working with the media

Skills and Abilities

- Excellent written and verbal communication skills with a wide range of people and audiences
- Proven ability to develop effective relationships/partnerships with media, policy makers and other stakeholders.
- Ability to translate complex ideas into simple concepts, messaging for a variety of public audiences.
- Proven ability to prioritise and manage a varied workload, taking initiative and often working to clashing deadlines.
- Excellent computer skills, organisational and administrative skills.
- Sensitivity and discretion in dealing with confidential information.
- Ability to work flexibly, including outside normal office hours when required, with the occasional travel with overnight stay.

Knowledge

- Knowledge of what makes a good campaign strategy
- Knowledge of the working of UK parliamentary activity
- Knowledge of the key issues that affect migrants and refugees.
- Excellent knowledge and understanding of how to influence local and national policy-makers and other campaign targets.
- Good knowledge of evaluation, impact and monitoring techniques

Desirable criteria

- A good understanding of the British media landscape
- Speaking a community language