

Church Action on Poverty Manchester Community Organiser Job Description



Background and purpose of the job

This is a new post which forms part of Church Action on Poverty's new Changemakers programme to work with grassroots faith and community organisations in Manchester, Bradford and Teesside. The programme is funded by a grant from Capacitybuilders until March 2011 in the first instance, although it is our intention to seek further funding to extend the programme beyond this point.

The worker in Manchester will provide capacity building, training and support to front-line organisations, groups and individuals working with excluded communities. The key role will be to create and support the building of the 'Changemakers organisation' in the Manchester area. This organisation will create a wide ranging coalition of faith-based and community organisations in order to work with them in the area of voice, advocacy and engagement with service providers, policy makers and power-holders.

Manchester Changemakers will be part of a network of such organisations across the North of England which will enable its members to advocate for change at local, regional and national level. The organiser will be part of a team of Changemakers organisers in order to offer each other support and practical help. The organisers will receive training and mentoring together.

Key tasks:

Policy and research

- Developing a detailed and critical awareness of the ways in which people in the area suffer injustice and marginalisation
- Keeping abreast of economic developments, public policy, social trends, and local and national power relations

Networking and relationship building

- Identifying the leadership potential of local people and developing that capacity within the Changemaker organisation
- Working closely with the network of organisations already existing to promote the needs and equality of women and ethnic minorities
- Building relationships with key public figures, service providers and power holders

Training and capacitybuilding

- Contributing to regular regional Changemaker training programmes and leading local workshops and seminars around the work of empowerment
- Helping local people to develop the issues that surface in their communities into focused and well-targeted pieces of public action
- Designing and delivering high quality public assemblies and other events with teams of local people

Developing the Manchester Changemakers organisation

- Recruiting a range of faith-based and community organisations as members of the Changemakers initiative
- Raising funds for the organisation and for particular pieces of work
- Developing an organisational culture of learning through action and reflection

Contributing to the broader Changemakers programme

- Attending regional meetings of Changemakers staff
- Attending local and regional staff training and development programmes
- Occasionally working in other Changemakers organisations to support particular events
- Any other activities which become necessary as part of the development of Changemaker organisations

Accountability/reporting arrangements

- Employed by Church Action on Poverty
- Accountable and given line management by the Programme Manager
- Working closely with the Community Organisers in each Changemakers organisation

Terms and conditions

- Employed 35 hours per week
- Salary to be paid on the scale £23,749 - £27,594
- 25 days holiday per annum (plus statutory bank holidays)
- A pension contribution of up to 10% is payable provided the employee makes a contribution of 5%
- Permanent contract, with 6 month probationary period
- The post is funded by Capacitybuilders until 31 March 2011 in the first instance.

Person specification

Criteria	Assessed by
Skills/knowledge	
Ability to build relationships quickly with a wide range of people	A.I.R.
An interest in other people and their development	A.I.R.
A passion for social justice tempered with a strategic approach to bringing about change	A.I.R.
An interest in public life and current affairs	A.I.R.
An ability to manage with conflict and tension	A.I.R.
A team player who is willing to hold others and be held to account	A.I.R.
A team player who enjoys interaction with others and who is willing to hold and be held to account	A.I.R.
A big picture person who also has an eye for detail	A.I.R.
Able to identify with people from different faith traditions and none	A.I.R.
Is good at making things happen and finishing tasks	A.I.R.
Understanding and respect for the values of Christianity and other major faith traditions	I
Experience	
Experience and skills in training a wide range of people with different learning styles	A.I.R.
Experience of organising public events	A.I.R.
Experience of fundraising	A.I.R.
Work related circumstances	
Willingness to work some evenings and weekends	I
Willingness to travel around the UK, including some overnight stays	I
Willingness to undergo training	A.I.R.