



## **Job description and person specification: Community Organiser**

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**Job title:** Community Organiser

**Salary:** £17,472 pro rata (Living Wage, 9.6£)

**Hours:** FT (35h)

**Location:** Edinburgh

**Contract:** 12 months fixed contract, subject to extension.

#### **About Living Rent**

Living Rent is Scotland's tenants' union. We seek to unite and represent all tenants whether you rent from the private or social sector. We are not affiliated to any political party and only answer to our members. We are ordinary people campaigning for better rights for tenants, protections against rent increases, evictions and poor-quality housing and we represent and defend our members when they are having housing problems.

By building tenant power and challenging landlords collectively, we not only win for our members but we also fight for a housing and political system that puts people before profit. We believe in the collective power of tenants to come together to fight for their rights, and use diverse tactics – including direct action when necessary – to achieve this.

Living Rent is affiliated to ACORN International and the International Union of Tenants.

#### **Job Description**

Living Rent is hiring a full-time community organiser to support members organise in their neighbourhoods to challenge the issues they face and improve their situations. The role entails organising outreach events (door knocking, stalls, community meetings), recruiting members, supporting the creation of democratic neighbourhood branches and supporting members to take part in city-wide and national structures.

In neighbourhoods, you will support members to research their issues, select relevant campaigns, define achievable wins and organise direct actions. You will aim to involve more people in Living Rent at the local and national level, in order to build tenants' power across Scotland.

Given the situation at the moment in Scotland, you will work through street-based neighbourhood organising and outreach, however depending on the situation you might have to do online outreach and support for tenants.

We are looking for someone keen to work with a young organisation and passionate about member-run and diverse organisations and determined to build working-class power. Experience in recruitment, training delivery, community education or campaigns is welcome; however enthusiasm, willingness to learn and commitment to social justice are more important than previous experience as training will be provided. This role may suit someone with experience in sales, street fundraising or other customer facing work, and who wishes to move into organising.

This post is accountable to Living Rent's democratic structures and line managed by Living Rent's national organiser,. We primarily work between 11am and 7pm, though the work will sometimes need to be done at other times of day or night. Some unsocial hours are inevitable and flexibility is vital. Support for the professional development of our staff members is a priority for Living Rent and we invest considerable time and resources to achieve this.

**Responsibilities will include:**

- Organising and facilitating door knocking, street stalls and outreach activities as well as online outreach in neighbourhoods, in order to reach out to the maximum number of potential Living Rent members.
- Recruiting individual Living Rent members through face to face interactions, 1-to-1 and social media outreach.
- Mapping out an area, potential campaigns and local allies.
- Bringing together and organising Living Rent members in neighbourhood branches, ensuring that meetings are regular and that the organising team builds an accountable structure
- Supporting Living Rent members to organise to address the issues they face (this entails identifying issues, researching potential solutions, planning direct action, building coalition and achieving negotiation), and in the longer-term, facilitating the rise of more autonomous campaign and/or member defence teams
- Supporting members to take up leadership responsibilities, through one-to-ones and training sessions, including campaign and organisational skills.
- Supporting communication and engagement with Living Rent members and supporters, including through social media and press releases
- Supporting LR's national organising strategy and involving neighbourhood branches in citywide and national structures.
- Delivering required administrative tasks, notably recording, keeping secure and making use of data, reporting on your targets, and evaluating impact

- Keeping informed and well briefed on relevant local and national developments, especially in relation to rented housing.

## **Person Specification**

This is a list of skills and attributes we are looking for in a potential candidate. These may have been developed in a work, or voluntary capacity or through personal life circumstances. We would encourage interested candidates to think broadly about where they might evidence these kinds of abilities, as it may not be in a paid work context. Willingness to learn, a positive attitude and ability to work under pressure are more important qualities than extensive campaigning experience.

1. Ability to think strategically to develop solutions to problems
2. Ability to motivate people to participate in an activity and/or to take action
3. Ability to recruit members
4. Ability to train, motivate, manage and develop the potential of others (particularly those different to you)
5. Ability to work with and provide support to a range of people, including members of vulnerable groups
6. Ability to use imaginative strategies to solve problems
7. Ability to plan and organise under pressure
8. Ability to work independently with remote support and be personally organised
9. Experience of IT systems including email, social media, and use of spreadsheets and databases
10. An understanding of and commitment to the principles of equality, democracy and social justice
11. A working knowledge of the role of activism in politics and economics and the social and political environment in which the organisation operates
12. Ability and willingness to travel; and to work flexibly, including on evenings and weekends as necessary
13. The ability and willingness to, with reasonable adjustments, attend street stalls, travel door to door around a neighbourhood, ascend and descend flights of stairs in blocks of flats or tower blocks.