

WE'RE HIRING!

COMMUNITIES COORDINATOR

RIVER ACTION



OVERVIEW:

Role: Communities Coordinator

Hours: 37.5 per week Monday to Friday

Contract: Permanent

Salary: £25,000–£33,000

Holiday: 25 days per year plus Bank Holidays

Based: Home Based with some travel to London and across the UK

Probationary Period: 3 months

Reports to: Campaigns Manager

Benefits: An additional 3 days holiday between Christmas and New Year
Flexitime policy; 5% pension contribution

Application requirements: Cover letter, CV and written submission (pls see final section of the description below for the full brief). Please also ensure you note the role you are applying for in the subject of all emails sent.

WE ARE RIVER ACTION:



www.riveractionuk.com/



jobs@riveractionuk.com



[@RiverActionUK](https://twitter.com/RiverActionUK)



[@RiverActionUK](https://www.instagram.com/RiverActionUK)

We are a small and agile campaigning organisation on a mission to rescue Britain's rivers from a toxic cocktail of agricultural, sewage and industrial pollution. We support community action, galvanise and mobilise public opinion, influence government policy, and call out destructive industrial practices to incentivise changes that end pollution.

We are building a talented team of positive disrupters and community mobilisers to deliver our strategy to urgently protect and restore our rivers for the benefit of community and wildlife.

Britain's rivers are our life support system and they are dying. We need urgent action to bring them back to life.



WHO WE ARE LOOKING FOR:

We are looking for highly engaged people who share our passion for rivers, wildlife and people who bring a creative, collaborative and investigative approach to campaigning. For this role we are looking for people who will blend laser-focused tactics with creative and engaging ways of inspiring others to act and to achieve impact through our work.

WHAT YOU'LL BE DOING:

The Communities Coordinator will support community groups to campaign for clean rivers at a local level. By facilitating grass roots action you'll be galvanising a strong and powerful network of community activists that have the power to create change both locally and nationally.

You'll be responsible for taking River Action's national campaign strategy to a local level. You'll work closely with the Campaigns Manager and the wider team to develop a Community Toolkit (including advice for activists, and guidance and services for communications, fundraising, legal support and citizen science projects) to support communities as well as provide strategic support to empower community activists to campaign for clean rivers.

You'll work closely with the Campaigns Manager and wider team to amplify the stories of those taking action at a local level and connect campaign groups to the wider national agenda. You'll be working collaboratively with the River Action team to devise, develop and deliver our strategy ensuring our programme of community engagement is equitable, diverse and inclusive. You'll be working closely with other organisations to ensure our community support compliments the work of others and meets the needs of community groups we work with.



MAIN DUTIES:

- Contribute to the development and implementation of River Action's campaign strategy.
- Develop River Action's Community Toolkit as a package of support for local campaign groups.
- Identify community groups within river catchments areas River Action is working and build positive and impactful relationships..
- Organise site visits to develop good relationships and in-depth understanding of local issues impacting river health.
- Convene and align local stakeholders around river catchment and regional campaigns.
- Facilitate local community groups' campaigns and provide support in line with our toolkit's support package.
- Facilitate the creation of community group citizen science projects, integrated within a national system for gathering and sharing evidence of pollution.
- Organise community crowdfunding for citizen science and communications.
- Plan and host webinars, training sessions and online and in person events.
- Develop good working relationships with regulators including Environment Agency, Natural Resources Wales and Scottish Environment and Protection Agency.
- Support the CEO and Campaigns Manager to identify and deliver legal challenges at a local level.
- Maintain and develop partnerships and working relationships with other key groups and stakeholders working in similar areas of work to River Action.
- Identify opportunities to engage, empower and expand River Action's network of supporters.
- Support the Communications Coordinator to create inspiring and engaging digital media content and news stories, including taking photographs and videos and conducting interviews.
- Support the Campaigns Manager and Communication Coordinator in responding to the reactive news agenda.
- Contribute to the Monitoring and Evaluation system for demonstrating impact of River Action's community engagement work, reporting against KPIs.
- Work as a motivated and collaborative team player within a fast-paced team.
- Carry out any other duties as are within the scope, spirit and purpose of the post as requested by your line manager or any other member of the River Action team.



WHAT YOU WILL BRING:

The position will suit an energetic, collaborative, resilient community organiser with a passion for aligning and mobilising communities to drive environmental change. The ideal person will be an excellent communicator, a natural convener, well-organised, and thrive within a dynamic and fast-paced environment. The person will have a passion to protect and renew our waterways and hold those responsible for environmental destruction to account.

- Experience in working with and supporting community groups.
- Experience in developing guidance documents and toolkits.
- Expertise in convening and galvanising people around a common cause, using a diplomatic and sympathetic approach combined with urgency.
- A head for organisation and excellent time management working in a calm and logical way.
- An understanding of the issues that are impacting our rivers.
- The ability to establish and maintain effective contacts and relationships with senior and influential external individuals and bodies.
- The ability to communicate effectively and appropriately with a wide range of people both verbally and in writing including the media, community groups, other NGO representatives, supporters and followers on social media.
- Great IT literacy.
- Ability to work independently and take initiative to solve problems.
- Ability to work flexible hours as necessary.
- Ability to travel to remote locations not necessarily well-served by public transport.
- A good team player with a willingness to muck in as and where required.
- Ability to think clearly even when working under pressure.
- A passion for River Action's mission and vision.



DIVERSITY AND INCLUSION:

HOW TO APPLY:

Don't meet every single requirement? Studies show that women and people of colour are less likely to apply for jobs unless they meet every single criteria. We are committed to building a diverse, inclusive and equitable workplace. So if you like the look of this role but your past experience does not align perfectly with everything in the job description, we would still like to hear from you. You may be just the right person for this or other roles.

To apply, please submit your CV, a cover letter explaining how your skills and experience meet the requirements of the role and a written submission as described below to jobs@riveractionuk.com. Only applications including all three documents will be accepted.

Written Submission:

This year, River Action will be developing its Communities Toolkit aimed at local campaign groups and activists seeking to develop their own local campaigns to rescue their rivers locally. As part of your application, we would like you to put together a one page document outlining a plan for the toolkit, mapping out the main structure and content of the toolkit and how you would deliver it to communities. We will particularly be looking at your style of communication and creative skills. Should you be successful in being invited to interview, you may be asked to present this idea.

Closing Date: Applications will be reviewed on a rolling basis until 23:00 Sunday 19th February. Screening calls and first-round interviews may be conducted with short-listed candidates before the application deadline. The deadline may be closed early if the right candidate is found.

Interview Date: Interviews expected to be held between 3rd and 8th 24th February and 1st March via video conference.