



Job title	FEMINIST TOXIC FREE FUTURES CAMPAIGN Green Baby Project Manager
Salary	£37, 637 FTE per annum, pro rata (Grade 4)
Contract	3 days/21 hours per week, fixed term contract for two years with potential to be extended to 4 days should further funding be secured. Tuesday is a core working day for the majority of Wen staff.
Location	Remote/Hybrid working - Ability to travel to London for meetings and events. In person staff meetings in London every two months.
Reporting to	Co-Director
To apply	Please complete an application form and equal opportunities form and send to jobs@wen.org.uk
Deadline	Sunday 3rd November 2024 at 23.59
Interview	Week of the 11th November

ABOUT WEN

Wen is the Women's Environmental Network. We are an environmental charity working on issues that connect women, health, equity and environmental justice. We take an intersectional feminist approach to tackling the climate and nature emergencies.

We support women and communities to take action, amplifying racialised and marginalised women's voices, and advocate for change. We cultivate grassroots projects, connect women to nature, create blueprints for just food systems and put gender and intersectional equality at the heart of the green economy.

We were the first charity to connect gender, health, equity and environmental justice. Since our radical beginnings in 1988, Wen's groundbreaking campaigns have tackled issues from air pollution and plastic packaging to toxic chemicals in menstrual products and cosmetics.

Our vision is a world where women, communities and the planet flourish because our society is equitable, collaborative and caring.

<p>Our vision</p> <p>A world where women, communities and the planet thrive because values of equity, collaboration and care underpin our society.</p>	<p>Our mission</p> <p>Wen exists to actively build a world where women, communities and the planet thrive - collaborating to create viable alternatives to oppressive systems, which end the exploitation of women and the natural world.</p>	<p>Our values</p> <ul style="list-style-type: none"> ● Equity ● Collaboration ● Care ● Intersectional eco-feminism
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WORKING AT WEN

As an intersectional feminist charity, we live and breathe our values of **equity, collaboration, care and intersectional eco-feminism**.

The Wen team is friendly, open and passionate about our cause and the communities we work in. Our office is based just off Brick Lane in Shoreditch and we also have another hub in Mile End, where we hold our monthly team meeting with a shared lunch. We also have a weekly online check in meeting every Tuesday morning.

As a feminist organisation we take a participatory approach to decision making. You will have the chance to join one of our working groups to give your input on decisions and the direction in which Wen is going. This is a great chance to learn new skills. There are always opportunities to get involved in Wen events, including our food growing projects which are always fun.

ABOUT THE ROLE

The purpose of this role is to develop and coordinate Wen's Green Baby Campaign under the programme area Feminist Toxic Free Futures. You will be responsible for: delivering the Green Baby Campaign including the annual Green Baby Day, Workshop Programme, Ambassador Programme, and developing the Green Baby Coalition to push for strong regulation around toxic chemicals in baby and household products.

KEY BENEFITS

<ul style="list-style-type: none"> ● 25 days annual leave plus bank holidays, pro rata. Rising to 27 days after 5 years. ● Pension scheme, contributing 6% of salary. ● Employee Assistance Programme includes free counselling sessions that are also available to a spouse and dependents between 16-24. 	<ul style="list-style-type: none"> ● Access to training and development opportunities. ● Onboarding and skills support from a PR consultant/ mentor. ● Menstrual leave. ● Laptop and mobile phone for work. ● Time off in lieu for agreed overtime. ● Flexible and hybrid working available.
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JOB DESCRIPTION

Key responsibilities:

- Project manage and deliver Wen's Green Baby Campaign, working with all stakeholders to develop and coordinate our work on UK-wide campaigning focused on government, health professionals and parents/carers.
- Develop engaging campaign actions and content that can progress the campaign.
- Create and develop strategic partnerships with key organisations, policy makers and businesses working in this field.
- Develop and coordinate the Green Baby Coalition to meet coalition goals.
- Co-ordinate Green Annual Baby Day and other campaign events.
- Attend campaign related events for example in the House of Commons Parliament.
- Undertake communications for the project, working closely with the Head of Communications and Engagement and Wen's Health Adviser to amplify the campaign's aims and objectives.
- Deliver training and education workshops to health professionals and parents/carers online and in person.
- Oversee project budget and expenditure.
- Keep up to date with public policy developments related to campaign priority areas, including chemicals and health.
- Deal with correspondence, general enquiries and information requests, including enquiries from parents and soon to be parents on personal and health matters.
- Support on fundraising for Green Baby (eg. through Trusts and Foundations, major donors, companies).
- Ability to work outside of office hours occasionally to meet the demands of the role.

Wen specific tasks

- Ensure all monitoring and evaluation is completed for funders and for internal Wen purposes.
- Carry out all tasks in accordance with Wen's Equal Opportunities Policy.

- Ensure active promotion of an intersectional feminist approach in the campaign and contribute to this goal within Wen.
- Share in general duties at Wen as necessary.
- Work closely with Wen's campaigns and projects to further the Green Baby work.

PERSON SPECIFICATION

Essential

Education and qualifications:

- Degree level qualification or equivalent work experience.

Experience, Skills and Knowledge:

- Knowledge of environmental and occupational exposure to toxic chemicals and resulting health impacts especially in connection with reproduction and child health
- Experience of policy, advocacy and campaigning
- Experience of working on women's and children's health especially in relation to exposure to toxic chemicals
- Experience of taking an inclusive, intersectional approach in your work
- Experience of project management
- Facilitation skills
- Excellent written and oral communications skills
- Fluency in spoken and written English
- Commitment to gender, racial and social justice through previous work or volunteering or lived experience of the issues Wen seeks to address and the communities with which we work.

Desirable

- Experience of working in women's, environmental or charitable organisations or groups
- Knowledge of the impact of toxic chemicals on women's and children's health
- Experience of fundraising

ABOUT THE RECRUITMENT PROCESS

We particularly encourage applications from People of Colour/ People of the Global Majority, LGBTQI+ people, people with disabilities, and those who identify as working-class/ from low-income backgrounds or who have done so in the past. This is because these groups are currently underrepresented in the environmental sector. Where two or more candidates are judged to be of equal merit, priority may be given to a candidate who belongs to a group less represented at Wen.

Wen is committed to anti-racism and inclusive intersectional feminism which acknowledges how race, class and sexuality intersect with gender in our day-to-day lives. Wen is open to all genders and is actively working towards being a trans-inclusive organisation.

To apply for this role please fill in the **application form** and the **equal opportunities form**. We will be marking your application based on how you fulfil the person specification. Make sure your statement answers the points on the person specification.

Let us know if there are any reasonable adjustments you'd like us to make in the application and interview process because of a disability or health issue. If you have any questions about the role or the application process, please email jobs@wen.org.uk We are happy to talk about the role with you in more detail, and having questions now will not count against you in the interview.

The successful candidate will be required to comply with Wen's safeguarding policies and any appointment will be subject to satisfactory DBS checks and references.

Find out more about Wen on our website and social media:

- **Online:** www.wen.org.uk
- **Instagram:** [@Wen_UK](https://www.instagram.com/Wen_UK)
- **X:** [@Wen_UK](https://www.x.com/Wen_UK)
- **Facebook:** www.facebook.com/WEN.UK1988