

# Just FACT Mobiliser

The logo for Wen. is a red circle with the word "Wen." in white text inside.

**Salary:** £30,000 pro rata

**Contract:** Permanent part-time post for 21 hours a week.

**Location:** Tower Hamlets (various), with occasional remote working.

Based at Wen's main Shoreditch office, with possibility to also work from Limbrough Hub (Mile End). Due to the nature of the Mobiliser role, you may also be required to work from community partner sites. Remote working is possible on certain occasions.

**Reporting to:** Just FACT Programme Manager

**To apply:** Please complete an [application form](#) and [equal opportunities form](#) and send to [jobs@wen.org.uk](mailto:jobs@wen.org.uk)

**Deadline:** 10.00am on Monday 13th June

**Interviews:** Week commencing 20<sup>th</sup> June

## About the role and Just FACT

We are looking for someone talented at mobilising community led action to play a key role in our ambitious five-year programme - Just FACT: a Just Food and Climate Transition - in Tower Hamlets. This exciting, transformational piece of work aims to reduce the environmental impacts of our local food system, enabling genuinely community led alternatives. This is an opportunity for you to work dynamically, engaging our incredible local community and supporting the inspiring partner organisations to mobilise high impact climate action.

Here at Wen we believe that food has a unique power to bring people together across difference to create positive change collectively. It creates a place where we can share knowledge, skills and gain confidence to take high impact action together as a community. Food is also at the heart of many of Tower Hamlets residents' greatest problems. With Covid-19 and the cost of living crisis, more and more people are struggling to get the food they need, with many families unable to afford healthy enjoyable meals, and more people than ever reliant on food banks.

It is vital we do everything we can to take action to prevent a climate crisis. This project believes improving our food system will be a vital part of the solution by creating a more resilient food system that works better for the happiness, health and wellbeing of our communities. That is why we're calling this project Just FACT – A Just Food and Climate Transition – because we believe that any action we take on climate change must have justice at its heart.

You will be one of two Programme Mobilisers, working across the programme forming relationships that ensure our fantastic community partners are well supported and resourced to achieve their community led goals. You will play a key role in ensuring the smooth delivery of the Just FACT programme and sharing learning and impact internally and with outside audiences. You will be finding opportunities, identifying gaps, and taking action to widen community engagement in the project. We are looking for someone highly organised and motivated, with a talent for working alongside people to make great things happen.

**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 Wen. 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 are 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.

## Responsibilities

### Building community engagement

- Building the community network around the projects, working with partners as needed to identify individuals and groups that are not engaged and co-designing engagement strategies and activities.
- Communicating the project's messages and strategy clearly to community partners and individuals who may or may not already be engaged.
- Identifying opportunities to raise awareness of climate change and the potential for action in our food system at a community and individual level.
- Hosting and facilitating meetings with community groups and project partners.
- Playing an active role in promoting Just FACT both in person and using online channels (social media and newsletters).
- Delivering trainings and workshops about the project.

### Strengthening community partnerships

- Liaising with Community Hubs & Community Labs (our funded community partners) ensuring good communication, and supporting partners to make activities strategic and wide reaching.
- Identifying key partners not already engaged in the project and working with them to build involvement.
- Identifying community partner organisations' capacity building needs and developing these through organising training, mentoring or skill shares.
- Working in partnership with evaluation consultant and community partners to develop plans to capture impact and learnings, in line with the Just FACT evaluation framework.
- Assist and liaise with the Blueprint Architects group which will design-community led solutions building on learning from the wider programme.

## **Influencing**

- Identifying opportunities to raise community voices at a borough and national level and planning strategic and effective ways to do this.

## **Organisation and administration**

- Gathering and processing a range of data, case studies and stories from project partners for monitoring, evaluation and learning.
- Ensure smooth delivery of the Just FACT programme through organising meetings, events, sharing information.
- This is a substantial project with a very varied workload, you will assist the project manager with tasks relevant to the project, including support with programme administration and the design and development of key resources (eg presentations, handbooks, toolkits).

## **Other duties**

- As a participatory organisation, staff are expected to be active in organisational decision-making processes and working groups.
- You may be required to undertake other tasks relevant to the role or the wider organization.
- Assisting with fundraising.

## Person specification

### Essential Experience and Knowledge

- At least 2 years' experience of building or supporting networks at a community or grassroots level.
- Experience of successfully organising and facilitating meetings in a participatory way.
- Demonstrated ability to co-design, organise and deliver engaging, successful, public events.
- Experience in thinking strategically, spotting opportunities, and developing work to improve outcomes over the course of a project.
- A proven ability to engage the general public in campaign issues, particularly around environmental issues.
- A proven ability to communicate across diverse audiences, both written and verbal.
- Experience of working in a coalition or partnership, building and maintaining effective strong relationships.
- Experience of planning a campaign or project which aimed to achieve change.
- Excellent organisational skills, ability to work to deadlines and manage own workload.
- Experience in producing engaging online communications e.g. newsletters, website content, social media posts.
- Track record of gathering monitoring and evaluation data.
- A high level of skill in Microsoft Office/ Teams or online equivalents, especially Excel, Word and Powerpoint.
- A thorough understanding of the concept of Just Transition and the need for climate action that also addresses systemic oppression and injustice.
- A passion for taking effective climate action in our food system, especially at a local level.

### Desirable

- Experience of designing and facilitating meeting and workshops or delivering trainings, ideally on environmental issues.
- Experience using CRM systems.
- Background in community organizing.
- Speaks Bengali or other relevant language for Tower Hamlets, and would be happy using this language for work.
- Experience of fundraising (ideally through trusts and grants).

## About the recruitment process

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. You may want to use the points as subheadings in your response. You should prioritize covering the points in the person specification thoroughly above the 'flow' of your writing.

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

## About Wen

Wen works both in East London and nationally to support women and their communities to take environmental action. We work across a wide range of environmental issues, including building resilient and sustainable local food systems, food growing, nature based wellbeing sessions in women's refuges, our Environmenstrual campaign and our work on a UK Feminist Green New Deal.

Wen has been supporting women and communities to grow their own food, and become advocates for environmental action in Tower Hamlets, for over ten years. Wen leads on the Tower Hamlets Food Partnership, bringing organisations and individuals together to build a better food system for everyone in Tower Hamlets. Members include housing providers, food charities, small businesses, schools, social enterprises, community gardeners and the council.

Wen strives to take an inclusive and intersectional approach to everything we do, and are actively trying to improve this through our participatory leadership model, the types of projects and campaigns we choose to work on and movement building.

- We are online: [www.wen.org.uk](http://www.wen.org.uk)
- Instagram: [@Wen\\_UK](https://www.instagram.com/Wen_UK)
- Twitter: [@Wen\\_UK](https://twitter.com/Wen_UK)
- Facebook: [www.facebook.com/WEN.UK1988](https://www.facebook.com/WEN.UK1988)

For more information about the Just FACT programme please see: <https://www.wen.org.uk/just-fact/>