

On Your Side - Outreach Officer

Based at End Violence and Racism Against ESEA Communities

Salary:	£25,000 - £30,000 per annum, depending on experience
Contract:	Initial one year fixed term contract with expectation of extension
Hours:	Full-time, 35 hours per week. Flexible working requests including part-time (4 days per week) and job shares welcome.
Leave:	25 days plus public holidays
Location:	Initially home based (in the UK). You must be willing and able to commute to an office in London 2 day per week in the future as well as to travel occasionally to other parts of the UK.
Reports to:	EVR Head of Services
Manages:	Volunteers
Deadline:	Sunday 16th April 2023, 11.59pm

End Violence and Racism Against East and Southeast Asian Communities (EVR)

End Violence and Racism Against East and Southeast Asian (ESEA) Communities (known as EVR) is an intergenerational organization whose mission is to prevent and address structural racism and inequality affecting ESEA communities in the UK. This is in the context of rising racism and discrimination towards all minoritised groups, with whom we seek to build allyship and solidarity.

We started out as a grassroots organisation during the Covid pandemic in 2020, in order to respond to the high level of racism experienced by people of ESEA ethnic origin. Following successful fundraising initiatives we are now building a team to enable EVR to deliver effective services and campaigns in line with its strategic goals.

Job purpose

We have an exciting opportunity to join our small but ambitious team and to make a real difference by delivering vital outreach initiatives for our hate crime reporting service, On Your Side.

[On Your Side](#) is the UK-wide support and reporting service for East and Southeast Asian communities who experience racism and/or any forms of hate.

Launched in August 2023, the service includes a 24/7 freephone helpline available in East and Southeast Asian languages; a website with reporting forms and resources; and ongoing community-based support delivered by trained casework advocates. We work to ensure that those who experience racism and/or hate have access to the highest levels of culturally competent support while building a better picture of the nature and range of incidents so they can be better prevented.

Funded by the UK Department for Levelling Up Housing and Communities, On Your Side is delivered by a consortium of 15 organisations including national and community-based groups with expertise in hate crime reporting, hate crime prevention, and supporting East and Southeast Asian communities.

We are now recruiting an Outreach Officer to develop and deliver vital initiatives to raise awareness amongst ESEA communities about On Your Side, ultimately leading to a greater use of the service amongst the communities we serve. Reporting to EVR's Head of Services and working closely with consortium colleagues, particularly the Service Manager based at Protection Approaches, you will develop and deliver a series of outreach initiatives including online and in-person events. You will manage the On Your Side Community Champions (volunteers) programme and develop engaging marketing materials to promote the service across the four nations of the UK. Engaging and working with ESEA and other organisations will be critical to the success of this role.

If you are looking for a challenging and varied job with the chance to build your knowledge, skills and experience across a range of areas, we want to hear from you.

Tasks and responsibilities

- Manage the On Your Side Community Champions programme. This includes:
 - Managing 40 existing Community Champions – supporting them to raise awareness of On Your Side in their communities
 - Recruiting 40 more Community Champions and leading on training them how to raise awareness of the service with their networks
- Attending ESEA community events, promoting On Your Side by delivering engaging presentations and talks
- Event management – organising and delivering bespoke On Your Side awareness raising events in partnership with other organisations
- Reaching out to and engaging ESEA community organisations, developing meaningful working relationships with them
- Working with colleagues to create engaging digital and hard-copy marketing materials to promote On Your Side

Person specification

Diversity, inclusion and intersectionality are at the heart of EVR. We welcome applications from people who identify as coming from any minoritised background(s).

The knowledge, skills and experience listed below describe our ideal candidate. If you are interested in this job but are not sure whether you meet all of the criteria, please apply. We are looking for an advocate who can empower ESEA communities and build solidarity with racialised communities; passion, hard-work and a willingness to learn are just as important as your professional experience. We encourage you to use the breadth of your experience in your application form. This can include volunteering roles, caring responsibilities and anything else which you think has shaped you into being the kind of person who could make a success of this role.

Knowledge, experience, and skills

Essential:

- Excellent communication skills, with the ability to communicate clearly, concisely and to adapt your communications to a range of audiences and individuals.
- Strong team player, with a willingness and ability to work as part of a team as well as to work alone using your own initiative.

- A proven track-record of establishing and maintaining strong working relationships internally and externally
- Excellent presentation skills and an enjoyment of public speaking
- Experience in managing volunteers or knowledge and awareness of best practice in volunteer management.
- Knowledge of or experience in event management, or a willingness to learn
- Familiarity and ease with social media (Instagram, Twitter, Facebook and LinkedIn)
- Basic graphic design skills, such as the ability to use Canva
- Understanding of safeguarding and confidentiality
- A commitment to EVR's mission and goals, including an understanding of structural racism and the way that it affects people from ESEA communities
- Experience of working in a small and young not-for-profit organisation, or a willingness to do so and understanding of what this entails

Desirable:

- Experience and connections with other anti-racist organisations, equality-related initiatives and/or the wider voluntary sector
- Experience of and connections within the ESEA community, including but not limited to influential people and business owners
- Experience of fundraising
- Ability to communicate in ESEA languages

To apply:

To apply for this role please send a CV and a covering letter explaining why you want the job to ankita.banerjee@evresea.com by 16th April, 2023.

Please also completed an equal opportunities monitoring form which you can [access here](#).

Interviews will take place week commencing 17th April, 2023.

We look forward to hearing from you.