

Outreach Officer

Protection Approaches

Salary: £30,151- £34,732 per annum, depending on experience

Contract: Permanent

Hours: Full time, 35 hours per week, flexible working hours

Location: Anywhere in the UK on a work from home basis, or in Protection Approaches' London office. Frequent in-person programme delivery in London (and elsewhere) expected

Deadline: Deadline Sunday 25th June 2023, 11.59pm

About Protection Approaches

Protection Approaches was founded in 2014 to confront and prevent identity-based violence here in the UK and around the world. We work with those who make and shape decisions in order to strengthen prediction, prevention, and protection approaches to identity-based violence. We are a small organisation of 8 members of staff and we are currently recruiting an Outreach Officer to join our growing team.

Our Values

- Justice is at the heart of human dignity and rights
- Identity-based violence comes in many forms, each rooted in the same set of causes
- Identifying and understanding what drives identity-based violence is central to preventing it
- Building strong, resilient, and inclusive societies requires challenging structural discrimination and inequality
- We have a collective and individual responsibility to protect those at risk of violence
- Governments have a fundamental duty to challenge and prevent identity based violence no matter where it occurs or how it manifests

About the role

This is a varied role spanning Protection Approaches' Stronger Communities projects. Reporting to the Stronger Communities Lead, you will play a central part in delivering projects focused on supporting individuals and communities to prevent identity-based violence and to build strong, inclusive and equitable communities.

In this role you will build on your fantastic facilitation skills, learn from our experienced team of facilitators to deliver Protection Approaches' innovative and proven active bystander and community builder training workshops in workplaces, communities and schools across England. Drawing on your past experience delivering community-based projects or programmes, you will be tasked with supporting the team to develop new stronger communities training and support programmes including a new project aimed at supporting community-based organisations better raise awareness of hate crime while developing new support options for victims.

You will support on project administration such as organising events or workshops, updating spreadsheets, completing donor reports, and/or keeping track of budgets. You will also have strong writing skills and feel confident in writing and editing copy for training resources and other outreach materials such as handbooks, newsletters, and promotional leaflets.

What we're looking for

Experience Previous experience facilitating engaging, inclusive, and interactive workshops, meetings or activities with a range of audiences	Experience Professional or voluntary experience delivering community-based projects or programmes focussed on building stronger and more inclusive communities	Experience Previous experience in project administration such as organising events or workshops, updating spreadsheets, completing donor reports, and/or keeping track of budgets
Experience (desirable) Experience in supporting the evaluation of projects or programmes including developing tools to measure the impact of interventions	Skill Ability to write clear and engaging materials for many different audiences including distilling complex ideas and issues into easy to read and understand materials	Skill Ability to self-manage the delivery of some areas of work and to juggle competing priorities, and deadlines successfully
Personal quality Comfort working within a within a small, but growing organisation that prioritises adaptability over the structures and processes found in big institutions	Knowledge Deep understanding of and sensitivity to complex power dynamics, intersectional approaches to project development and working with partners	Knowledge (desirable) Knowledge of hate crime legislation and hate crime reporting in England and Wales, such as barriers that can prevent reporting

Responsibilities

- Organisation and facilitation of online and in-person Active Bystander workshops developed by Protection Approaches' in partnership with besea.n, including facilitation with community groups, corporate groups and schools students. This may include delivering sessions during weekends and evenings.
- Supporting with organisation and facilitation of Protection Approaches' online and in-person Community Builder trainings, a 7-14 hour course supporting individuals understand what really works in building equitable and cohesive communities. This will include delivering sessions during some weekends and evenings.
- Supporting on developing new stronger communities training and support programmes including a new project aimed at supporting community-based organisations better raise awareness of hate crime and support options available to victims
- Writing and editing copy for training resources and other outreach materials such as handbooks, newsletters, and promotional leaflets
- Representing Protection Approaches at external meetings and events
- Project administration including organising events or workshops, updating spreadsheets, completing donor reports, booking travel, and/or keeping track of budgets
- Supporting on delivery of monitoring and evaluation activities including designing surveys and/or facilitating focus groups
- Support with office management activities such as ordering materials, organising team activities, room booking etc

Working at Protection Approaches

We know that the very nature of our work can sometimes mean additional demands on our team that would not be found in other sectors. Through the work we do, we all come into contact, often daily, with those who have experienced identity-based violence. Additionally, the responsibility we have to those communities we work with and the importance of the work we do can sometimes mean longer hours or stressful workloads. These are unavoidable aspects of Protection Approaches' work. However, as an organisation we constantly try to improve the ways we ensure the wellbeing of our team. While there will always be more we can learn we have a series of measures in place to support our staff deliver this difficult but vital work:

Flexi hours - all staff members at Protection Approaches work flexible working hours allowing them to better plan their workload as well as make time for things they need to do outside of work

Employee assistance programme - all staff member have access to a free employee assistance programme including a 24/7 helpline with trained operators able to help and advise with any issue you are facing, including referring you and/or your family to free counselling services.

Wellbeing micro grants - all staff members have access to £150 to spend on wellbeing such as music lessons, massages, gym classes, counselling or whatever makes sense for them.

Duvet days - all staff are entitled to take 'duvet days', unscheduled day's leave from work, taken to alleviate stress or pressure, and that do not count against your holiday days or sick days.

To Apply

Candidates to submit the following via email no later than **11.59pm Sunday 25th June 2023**

Applications are to be sent to Trà My Hickin via email: tramy.hickin@protectionapproaches.org
Please **do not send your CV** at this stage, instead please send through the following:

1. The application cover form that can be found [here](#)
2. Answers to the three questions below. These can be submitted as written answers or as a voice recording. Answers should be no more than around 250 words per question
 - i. Why would you like to be an Outreach Officer at Protection Approaches?
 - ii. What is your experience working on community-based projects or programmes focussed on building stronger and more inclusive communities?
 - iii. What do you think makes an excellent workshop/training facilitator?

Selection Process

This is a 'blind' recruitment process. This means that when long-listing and short-listing those who are assessing the applications will not be aware of the names of the candidates or other personal information

- All applicants will be informed of the outcome of their application
- All short-listed candidates will be informed of the outcome of their interview
- We may interview shortlisted candidates before the extended application deadline

Shortlisting will be based on your answers to the three questions above.

We particularly want to encourage people who might think twice before applying, including those from minority ethnic groups, LGBTQI+ applicants, applicants with disabilities, and anyone whose talent and experience might not be reflected in paid professional roles and formal qualifications. We hope to attract applications from those with relevant experience in a local, national or international settings.

If you have questions about the role or application process contact Andy Fearn at Andy.fearn@protectionapproaches.org or 07590041949