



Organising and Training Coordinator

Description: The organising and training coordinator is a strategic role responsible for the ongoing development and implementation of the LRU's approach to organising renters and building power. This will include working with branches and staff on specific projects and campaigns and supporting the union's evaluation and strategising. The Organising and training coordinator will also lead on the development and delivery of the LRU's training and political education program and will play a key role in the management of the LRU's staff team.

Main responsibilities

Organising and strategy

- Supporting our branches, coordinating group and staff to evaluate and develop the LRU's approach to organising renters and building power.
- Working with staff and elected role holders to support branches to set and reach their medium and long term goals.
- Supporting and coaching staff and branches on specific campaigns and organising projects.
- Running onboarding and induction for elected role holders to ensure branch they are adequately supported.
- Supporting the work of specific LRU groups e.g. the Disability Justice Caucus or the Campaigns Committee, as required, for example, organising and facilitating meetings.

Training

- Leading on the development and delivery of LRU training and political education strategy in conjunction with the education working group.
- Working on content and logistics for specific trainings including our Get Active training, organising skills trainings and trainings for elected role holders.
- Following developments in the trade union movement, community organising ecosystem and wider social movements and ensuring that the LRU remains at the forefront of progressive movements for radical change.

Developing staff organisers

- Line-manage at least three paid organisers including helping to set work plans and carry out appraisals.
- Working with other line managers to facilitate staff team discussions and support the professional development of LRU staff.
- Support the development of the union's management structures and staff team including induction and training.
- Lead and facilitate a department/team within the LRU staff team.
- Attending meetings of the LRU Coordinating group, the union's elected leadership body.

Person specification

Essential

- Substantial experience of community or workplace organising including coaching and supporting others.
- Substantial experience of developing and delivering training.
- Excellent communication and interpersonal skills.
- Ability to speak and build trust with people and different organisations.
- Understanding of the housing crisis in London and its impacts on people and communities.
- Self-motivation and ability to prioritise tasks and work to urgent deadlines in an unstructured environment and ability to work independently as well as in a team.
- Commitment to working with honesty and integrity and to equal opportunities and opposing oppression.
- Ability to maintain boundaries and help look after yourself and those you're organising with, when doing stressful work.
- Facilitation skills such as hosting and leading productive meetings, supporting meaningful participation, where relevant using consensus based decision making tools to arrive at clear decisions and action points.

Desired

- Proven experience of managing others as part of a team. Ideally you have direct experience in a line manager role supervising more than one person, but we encourage those with non-traditional leadership and management experience to explain how they meet this criteria.
- Proven track record of supporting groups of people to evaluate their work and strategise together.

Terms and conditions

- The pay is £28,420 per year. The post is 30 hours per week, usually spread over 4 days. LRU workers are expected to be available to work some evenings and weekends.
- Staff with children or carer responsibilities are entitled to a 12% subsidy on the regular staff salary for their first child or other dependent and a 6% additional subsidy for any additional children or dependents.
- This position is 2 year fixed term contract with intention to extend subject to funding
- There is a 6-month review period.
- Workers receive 28 days of paid holiday each year plus bank holidays and the week between Christmas and New Year. Sick pay is provided.
- The LRU provides its workers with up to £1,200 per year towards counselling or other forms of agreed wellbeing support.
- A phone and reasonable expenses are provided.
- Membership of the LRU is not open to landlords, police, bailiffs or others who carry out evictions.
- The LRU provides a 3% pension contribution.
- The post will be based at the LRU offices in Bethnal Green, but some working-from-home is possible, pending current COVID/lockdown requirements. Travel around London will be required.

To apply for this job

- To apply for this role, please send your CV and cover letter explaining how you meet the criteria on the person specification above using the application form at <https://londonrentersunion.org/2021/work-with-us/>.
- Deadline for applications: 11am on January 24.
- Interviews will take place during the week starting January 31. Follow-up interviews may be requested the following week, if there are outstanding questions.
- If you have any questions about the role, feel free to email Michael on coordinator@londonrentersunion.org.