

HARROW LAW CENTRE

PERSON SPECIFICATION - HOUSING - CAMPAIGNS AND COMMUNITY ORGANISER

Work Experience

1. Have a some knowledge of housing law in public and private sectors
2. Have an understanding of the issues affecting tenants
3. Have at least 12 months recent experience of community organising
4. Have a proven track record of delivering successful events
5. Have experience of working in a campaigning organisation

Skills

6. An understanding about our varied audience and the differing needs for each
7. Be proficient in coordinating and facilitating online events using Zoom, Teams and other platforms
8. Ability to ensure a diverse range of views and experiences are represented in our work.
9. Have good communication skills appropriate to a variety of audiences and circumstances.
10. Good team skills including motivating others to achieve high standards of work.
11. Ability and interest in contributing to the running of the Law Centre and in planning and implementing future developments of our work
12. Show a commitment to the Law Centre system of pay parity
13. Show willingness to work as part of the Law Centre team and carry out administrative and other duties shared amongst the staff.
14. Be self-servicing with competent use of Microsoft office products such as Word and Excel.