

Job Description

Harrow Law Centre – Campaigns and community organizer

Salary for full time post 35 hours per week £38,500

Based: Harrow, initially homeworking then move to office based work

ACCOUNTABLE TO: Centre Director

Main Duties

- To help build powerful tenants-led campaigns that will tackle bad and criminal landlords in Harrow.
- Raise the profile of our campaigns work and create engagement opportunities
- Keep abreast of all of the Law Centre's housing work and develop creative ideas based on our casework in conjunction with colleagues
- Work internally to get insights from the team housing to inform our campaign and events work
- Deliver varied and impactful online and in-person events
- Compile data and trends about the experiences of tenants and identify whether these are legal or policy issues and refer accordingly;
- Work with organisations to build a collaborative and participative approach to the Project's research and contribute to the Project's research;
- Work collaboratively across teams to promote knowledge sharing that achieves positive results
- Ensure timely and accurate management information is provided through work reports to management as required;
- Undertake relevant administrative duties in the performance of this role;
- Undertake such other duties as may be required from time to time.
- To be self-servicing with admin and IT.
- To contribute towards the effective daily running of the Law Centre.
- Any other tasks reasonably required.

Signed.....

Name.....

Dated.....