

# ForcesWatch Outreach Worker

## Job description and person specification

### Overview

Post:	Outreach Worker
Purpose:	To develop and deliver ForcesWatch's education and other outreach work
Hours:	28 hrs (3.5 days) a week for the first year; number of hours thereafter subject to funding.
Salary:	£27,293 p.a. pro-rata plus 5% pension

### About ForcesWatch

ForcesWatch is a non-profit organisation based in London, which conducts research and campaigning on ethical issues concerning the military, young people and society in the UK. We monitor and report on military recruitment practices, support groups and individuals challenging them, and work for changes in recruitment policy and human rights issues within the military. We challenge efforts to embed militarist values in civil society.

ForcesWatch was established in April 2010. We are an unincorporated association, overseen by a Steering Committee. We are funded from grant-making trusts and donations and there are currently three members of staff, all part-time.

ForcesWatch is the only organisation focused solely on challenging the effect of militarisation in British society. We use research, education and advocacy to build critical awareness of the issues, and capacity for making social change happen both at grassroots level and through policy change at a national level. We seek to work with a wide spectrum of interested parties, including veterans, young people, parents, teachers, youth workers and peace and human rights activists. We work closely with partner organisations to maximise resources and impact.

### Our aims

Currently our main areas of work are:

- Challenge the military's presence in education
- Advocate for raising the minimum age of armed forces recruitment to 18 in line with international standards.
- Monitor and respond to the promotion of the military as a normal part of everyday life.

The UK armed forces visit thousands of schools each year. They offer stalls at careers fairs, presentations about their work, teamwork activities, and free lesson resources. Recruitment is a key driver behind this engagement. In addition, the Department for Education is promoting military-led activities in schools on the basis that 'military skills and ethos' can provide a solution to educational and social problems.

Additionally, Government initiatives to promote the armed forces, such as Armed Forces Day and the expansion of cadet forces in state schools, promote widespread and uncritical support of military approaches.

ForcesWatch is concerned that these developments reduce the political space to raise legitimate concerns about how young people are recruited into the armed forces, and limit debate on alternatives to war. For young people, critical awareness of the risks, legal obligations and ethical considerations of an armed forces career is essential if they are to make an informed, responsible choice about enlistment.

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We aim to:

- Challenge activities and marketing of the armed forces when it is not in the best interests of young people.
- Create a public debate around whether the armed forces, as an institution working to its own long-term agenda, should be given access to young people within education.
- Inform, support and empower groups and individuals to challenge military activities in schools and colleges and their communities.
- Promote a more balanced view to young people of what life in the armed forces involves.
- Change attitudes and policies that allow and encourage engagement of the military with young people within the education system.
- Influence debate around initiatives aimed at increasing armed forces engagement with, and influence in, civil society.

The following documents give an overview of the concerns that the Outreach Worker would need to become familiar with in detail, and conversant in:

*Military activities in UK schools & colleges: what are the issues and what you can do*

<http://www.forceswatch.net/resources/military-activities-uk-schools-colleges-what-are-issues-and-what-you-can-do>

*The new tide of militarisation*, <http://www.forceswatch.net/resources/new-tide-militarisation>

For more information about ForcesWatch, see <http://www.forceswatch.net>

### About the outreach work

The aim of the Outreach post is to work with a number of constituencies to raise awareness about, and to challenge, the promotion of the military within the education system and in wider civilian life. These include young people and staff within the education system, organisations and community groups who share our concerns, individuals affected by the issues, and the general public.

The Outreach Worker is a new post which will combine our continuing education work with projects focused on engaging a wider community. Recent activities undertaken include:

- Running educational workshops in schools and at events for young people.
- Running campaigning workshops and speaking at community events.
- Developing a variety of written resources, including leaflets and briefings outlining the issues and how to take action.
- Developing a short film by and for young people.
- Working with partner organisations in campaigning for more scrutiny and guidance on armed forces visits to schools via the Scottish Parliament and the Welsh Assembly.
- Submitting evidence to the House of Commons Education Committee's Inquiry on the Purpose and Quality of Education in England and to the UN Committee on the Rights of the Child on *Peace education and the promotion of the armed forces in UK schools*.
- Working with educationalists to develop our report, *A critical response to 'The British Armed Forces: Learning Resource 2014'*.
- Gathering Freedom of Information data and information from other sources for research reports.

# **ForcesWatch Outreach Worker**

## **Job description and person specification**

- Writing media articles and letters, and using social media, to promote our concerns.
- Keeping our supporters updated via email newsletters.
- Supporting local groups challenging the promotion of the military on Armed Forces Day.

### **Main functions and responsibilities of the Outreach Worker**

The Outreach Worker will be an important member of a small and friendly team that works in a co-operative and inclusive way. They will deliver our outreach work but also participate in developing the organisation's strategy and policies and the growing reputation of ForcesWatch as a reliable and important source of research, information and resources.

The successful candidate will be an enthusiastic and experienced campaigner who shares our concerns and is eager to raise awareness, create opportunities for change, and to empower people to take action. You will be able to demonstrate strong networking and communication skills and sound political judgement and be motivated to create debate and influence policy and practice.

You will play a leading role in continuing to develop our work with others within both educational and campaigning settings. The detailed workplan will be developed jointly with the Co-ordinator. Some activities will be undertaken with other members of staff and/or volunteers.

The role will involve developing and supporting the network of groups and individuals concerned about these issues, re-framing debates and communicating the issues to a range of audiences, and representing ForcesWatch where necessary. The role will also involve monitoring developments, writing articles and developing informational resources of different kinds.

You will be responsible for managing your own work, in liaison with the Co-ordinator, and will report to the Steering Committee. You will be expected to assist with some routine office duties.

### **Main activities**

- Delivering educational workshops and talks in schools and elsewhere, using our own and others' materials.
- Running campaigning workshops and talks.
- Corresponding with people who get in touch, providing them with information and materials.
- Developing a range of resources and activities for use with different audiences.
- Writing articles and contributing to research reports.
- Developing and maintaining our work with key partner organisations and individuals, including the Peace Education Network, Quaker Peace & Social Witness, Veterans for Peace UK, and various academics, researchers and campaigners; and developing new relationships with other organisations and individuals.
- Monitoring developments relating to militarism in civilian life using publicly-available sources, Freedom of Information requests, etc.
- Organising public events, and events aimed at particular groups such as academics and campaigners, to raise awareness and develop a wider and more collective response to our concerns.
- Developing opportunities for public debate, and responding to opportunities to influence public opinion and decision makers at a parliamentary level and in the media.
- Participating in conferences and events organised by others.
- Attending quarterly evening Steering Committee meetings and an annual strategy development day.

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## Job description and person specification

### Person specification - required skills and experience

#### Essential

*Candidates must be able to adequately demonstrate each of the following in order to be shortlisted*

- Commitment to the concerns and values of ForcesWatch.
- Experience of working within a campaign environment.
- Experience of communicating with different audiences.
- Good presentation and communication skills (written, verbal, media and social media) for campaigning purposes.
- Ability to demonstrate an understanding of the relevant issues, and to accurately convey the core arguments and key information in an engaging and inclusive way.
- Ability to demonstrate an understanding of the principles behind our campaigning strategy, how we work with partner organisations and individuals, and the use of evidence-based arguments.
- Ability to work with others in an inclusive and transparent way and encourage participation across a wide variety of individuals, groups and organisations.
- Good organisational skills and ability to manage own workload and prioritise under pressure.
- Good computer skills and knowledge of office and communications software.
- Ability to work effectively both alone and in liaison with other members of a team.

#### Desirable

*Candidates should be able to adequately demonstrate some of the following in order to be shortlisted*

- Experience of building campaign networks.
- Experience of utilising parliamentary and media campaigning opportunities.
- Experience of delivering educational materials.
- Knowledge of the UK education system.
- Research skills including accessing, assessment, and concise presentation, of information.
- Ability to produce resources and campaigning materials.
- Experience of writing, editing and uploading web-based content.
- Experience of dealing with the media and acting as a spokesperson.
- Experience of campaigning on political or human rights or related campaigns.
- Familiarity with the issues that concern ForcesWatch.

### How to apply

Please send us:

1. Your CV

2. A covering letter explaining:

- why you want this job
- why you would like to join ForcesWatch
- where you saw the job advertised

3. A supporting statement (not more than 3 sides of A4) telling us how you meet the points listed under the Person Specification. Headings may be useful here.

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Email your application to [office@forceswatch.net](mailto:office@forceswatch.net) by 6pm on Monday 23 May 2016, using the subject heading 'Outreach Worker'.

You may also post your application to: ForcesWatch, 5 Caledonian Road, London N1 9DY

If you would like to discuss the role informally before applying, please contact Emma Sangster on 020 7837 2822 or email [office@forceswatch.net](mailto:office@forceswatch.net) to arrange a time to speak. Please note that as the office is not staffed full time, there may be a delay in getting back to you.

### Equal opportunities and our values

The work of ForcesWatch is underpinned by the concern that enormous damage is done to all those caught up in armed conflict. It is vital that there is wide critical debate about the military and its recruitment practices and its role in wider society.

ForcesWatch is committed to:

- respect for all people, including those we disagree with
- honesty in how we approach and present the issues
- fostering critical awareness of the issues among the public and ourselves
- including and involving a diversity of people, including a range of views and skills

We oppose all forms of unlawful or lawful discrimination on the grounds of race, sex, age, disability, sexual orientation, nationality, class, religion, marital status and where they live.

The successful candidate will be selected on the basis of how well they fit the person specification, as judged by their application materials and their interview performance.

Unfortunately the ForcesWatch office has only limited access and facilities for those with restricted mobility. Please contact us if you would like further information.

ForcesWatch is unable to arrange work permits for applicants without UK residency.

### Terms and conditions

Duration:	The initial contract will be for 12 months. After this time the contract will be extended for a further period depending on the availability of additional funding. There will be a 3 month probationary period.
Contract type:	Employee.
Reports to:	The Co-ordinator through fortnightly meetings.
Schedule:	The Outreach Worker's timetable will be set in liaison with the Co-ordinator, with the possibility of working more hours/days in one period as necessary and correspondingly less in another. Some flexibility around working hours is desirable and it will be necessary to attend occasional events during the evening or weekends.
Location:	Based at the ForcesWatch office in Kings Cross, London. Some working from home may be possible, by negotiation. Some travel within the UK is likely.
Holiday:	30 days per calendar year (pro-rata)
Notice of termination:	One month from either side.

*April 2016*