

Would you like to be part of a small research and campaigning organisation that works for peace and human rights and challenges militarism?

ForcesWatch is recruiting a new member of staff who will provide direction, skills and passion for the next period of our work.

ForcesWatch was founded ten years ago to research and campaign on concerns surrounding the military's role in, and impact on, UK society. Most of our focus so far has been on under-18 recruitment and other human rights concerns affecting armed forces personnel, the promotion of the military in education, and, militarisation in other aspects of public life. You can find out more at: <https://www.forceswatch.net/our-work/>

We are now looking for a new member of staff who will act as a Coordinator, bringing energy, initiative, management and ideas as a lynchpin member of the team. We don't have a fixed job description as the new Coordinator will have the opportunity to shape the organisation and their role according to their strengths, interests and vision.

We welcome applicants with a variety of skills and experience, but we would expect you to fulfil our two essential criteria and have strengths in some additional areas, as follows:

- Our first essential criteria is a **passion for the work**. As a leading member of a small team, you would be expected to have a critical input into our project areas whilst providing your own specialist contributions and shaping the direction of our work. You must be dedicated, reliable and full of initiative.
- Our second essential criteria is skills and experience in **leadership, teamwork and communication**. You will have experience managing and supporting colleagues or volunteers. You should have strong collaborative, teamworking skills in order to work closely with partner organisations and alongside other staff members.
- **Project management and admin skills**. You may have experience in running or helping to run an organisation or project, including finance and planning work. You will demonstrate attention to detail and strong organisational skills.
- **Research experience**. You may have expertise in a relevant field, or for a similar organisation. You should have strong evidence-based writing and communication skills. You will need tenacity and creativity in seeking out information, and an ability to communicate clearly and persuasively.
- **Campaign experience**. you may have spent some time working in a social change environment and have experience of pursuing campaign objectives with different constituencies.

If you would like to discuss the role informally before applying, please contact Emma Sangster on admin@forceswatch.net to arrange a time.

Hours, salary, location

- We are offering part time work at 3.5 FTE and a salary of £30,133 p.a. pro-rata plus 5% pension.
- Working hours are flexible.
- The initial contract will be for 12 months but it is envisaged that this post will continue as long as funding allows.
- We are based in Kings Cross in London although we are currently working remotely most of the time. Remote working on a long-term basis will be considered but you will be expected to be in the office at least one day every fortnight. Attendance at committee and external meetings in London or elsewhere will also be necessary from time to time.

How to apply

Please email the following to admin@forceswatch.net by **6pm on Monday 18 January 2021**, using the subject heading 'Coordinator post':

- Your CV with two referees.
- A statement of no more than 800 words outlining why you would like to work for ForcesWatch and the skills and knowledge you offer.
- Although not essential, we welcome short supporting statements with ideas you may have for developing an area of ForcesWatch's work, or pioneering a complementary area of work.

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, 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, gender, age, disability, sexual orientation, nationality, class, religion, or marital status.

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.