

Recruitment pack

(Senior) Movement Collaboration Lead

Closing date

Rolling - early applications strongly encouraged



**PEOPLE'S
ECONOMY**

Thank you for your interest in working at People's Economy.

We are looking for people who are: passionate about addressing economic injustice, are excited about the role of collaboration in creating systems change and capable of creating partnerships and strong relationships with diverse stakeholders.

Key details of role

Role: (Senior) Movement Collaboration Lead (appointed at 'Senior' level depending on experience)

Salary: £38,132 pro rata (Movement Collaboration Lead level) or £44,383 pro rata (Senior Movement Collaboration Lead level)

Location: Remote with regular in-person team days across the UK every six weeks and other potential required UK travel

Hours: 0.4-0.6FTE (15 - 22.5 hours per week)

Contract: 1 year fixed term contract, with high likelihood of extension

Start date: We are looking for someone to start as soon as possible

Benefits: 7% pension contribution, 30 days annual leave in addition to bank holidays (pro rata), training and development budget, flexible working, Union recognition, enhanced sick leave. Enhanced parental leave policies are under development.

Application deadline: Rolling - early applications strongly encouraged. Applications will be reviewed and invited to interview on a rolling basis.

Online Open House: Candidates are invited to attend an information webinar and to meet some of the team on Monday 28th October 12pm. [Register here.](#)

Interviews: Applications will be reviewed and invited to interview on a rolling basis once we have a small pool of candidates who meet the criteria. First interviews will take place via Zoom.

Diversity, inclusion and anti-oppression: We are particularly keen to receive applications from people who are: women and non-binary people, from Black and Asian backgrounds or are other people of colour, or members of other marginalised groups. We also strongly encourage applications from members of communities experiencing economic injustice, and people working for change as part of these communities.

We are open to applications from people seeking different part-time work hours.

Contents

Key details about the role	3
About People's Economy and our team culture	5
Who we are looking for	7
Job description and person specification	8
How to apply and how the process will work	14

About People's Economy

People's Economy aims to build the agency and power of people facing injustice and working for social change so that they have the expertise, capabilities and resources to develop their own analysis of how the economic system is a root cause of the injustice they face, develop strategies to change it and then take action with others. Our vision is for a world with economies that meet the needs and priorities of people currently experiencing economic injustice.

Through short training, longer courses, community building and facilitation we work with changemakers embedded in communities experiencing economic injustice to imagine, analyse and plan the economic change they want to see, and to take action to empower themselves and their communities, build alternatives and influence dominant institutions. We also work to create better conditions for changemakers to create economic change.

We have programmes working with groups in North Wales, Birmingham, Hartlepool and London and with the migrant justice and youth organising sectors and an emerging community of practice to connect people across areas. We're just about to start a 12 month action inquiry looking at how to increase the quantity and quality of collaboration between the grassroots groups and the professional new economy sector.

We are 18 months into our [five-year strategy](#) and in a strong position to continue to deepen and scale our work across different regions and themes. We're currently recruiting for a number of vacancies to support us at this stage in the strategy. These new posts, working alongside the existing team and our trustees, will be a crucial part of overseeing this work and ensuring that we are carrying out our mission in the best possible way.

You can find out more about our current work and team by visiting peopleseconomyuk.org.

About our team culture and ways we work together

At our heart we're a relational team, we make space to support and encourage each other and celebrate the small wins. We try to imbue our interactions with a genuine sense of care for each other as whole people. We think carefully about building relationships, especially with the team working remotely around the country - we gather in person every six weeks at our team days to connect with each other, talk about strategy and eat some good food together.

We know that being a flexible and supportive workplace is what enables people to do good work. We work to build trust with each other and offer this flexibility where possible through remote working, core working hours, enhanced leave policies, and flexible, supportive approaches to line management.

Our team is much bigger than the staff. We know working collaboratively is the only way to achieve our mission. Our team is also formed of community partners and grassroots groups up and down the country, our trustees and many other freelancers and collaborators. We're all connected by a deep investment in our work and a desire to work strategically to achieve our mission.

We know a big part of this is investing in people's development and leadership, working to give people a sense of autonomy over their work and providing opportunities to develop skills and experience accordingly. We provide a £1000 staff annual personal development budget to support this.

We're thinking actively about what it means to be building a culture we're proud of and that embodies our mission. We want whoever joins our team to take part in exploring that. Here's some of the questions we're holding:

- How do we balance a commitment to gain input and team consensus with empowering people in their roles - moving quickly when needed and giving enough clarity about how decisions are made?
- How do we keep ensuring flexibility and support for staff whilst ensuring consistency and enough clarity through formal policies and processes?
- With the team working across the country, how do we make sure people don't feel isolated and continue to offer enough spaces for relationship building and connection?
- How do we make more room and build the muscle for conflict that is generative and enables us to challenge each other with care?

Who we are looking for

We aim to make diversity, inclusion and anti-oppression a central part of how we do our work, within our organisation and in our programmes, and this applies to how we do our recruitment. You can read our diversity, inclusion and anti-oppression policy, and our linked recruitment policy, [here](#).

Economics is underpinned by a way of thinking dominated by white men who have studied and worked in a small number of institutions. We are looking for people that bring a different perspective. To this end, when candidates are of equal merit, we will prioritise selection and appointment of people with identities and backgrounds that are currently under-represented in People's Economy, economics and the charity sector.

We are particularly keen to receive applications from people who are:

- women and non-binary people
- from Black and Asian backgrounds or are other people of colour
- from a community experiencing economic injustice, for reasons including being from a working class or other economically marginalised backgrounds
- working for change as part of a community that has experienced economic injustice - we refer to people doing this as 'changemakers'.

We also strongly welcome applications from people who are members of other marginalised groups for example due to disability, religion, gender identity or sexuality.

Job description and person specification

Please read this job description and person specification carefully to help you write your cover letter and tell us how you meet our requirements for the role. We are looking for potential from applicants.

Job title	(Senior) Movement Collaboration Lead
FTE	0.4-0.6 FTE
Job Grade	Grade 4 - £38, 132 or Grade 3 - £44, 383
Contract type	1 year fixed term (high likelihood of extension, subject to funding)
Location	Remote with regular in-person team days across the UK every six weeks and other potential required UK travel
Responsible for	N/A

Job purpose

The Movement Collaboration Lead or Senior Movement Collaboration Lead (depending on experience) will work closely with the Programme Director and the Programme Team to lead the development and delivery of an exciting emerging programme of work building collaboration for economic system change between grassroots groups and new economy organisations.

The first twelve months of this programme will take an action inquiry approach to facilitate a mixed group of new economy organisations and grassroots groups through an action inquiry that will develop shared knowledge and practice about how we can effectively and equitably collaborate on economic systems change work through practical experiments, facilitated dialogue and collaborative research.

The role will involve responsibilities for project managing and delivering this work including programme development and delivery, developing partnerships, changemaker recruitment and support, conducting desk research and interviews, managing and running events, supporting project related fundraising, conducting project learning and evaluation and writing a learning report about the project.

Following this first year we plan to scale work on supporting collaboration between grassroots groups and new economy organisations, subject to funding we hope this could become a permanent role.

All programme roles in the People's Economy team support work across the programme team and we see a postholder likely working on the Action Inquiry for 0.4 FTE and supporting other work strands depending on their relevant skills, experiences and interests for 0.2 FTE.

Project Development

- Working closely with the Programme Director and the Programme Team, lead the translation of existing strategic thinking, planning and relationship building into a project plan.
- Working closely with the Programme Director and the Programme Team, contribute to business planning and fundraising for future development of the action inquiry beyond the first year.
- Working closely with Programme Director lead outreach and relationship building with new economy organisations, funders and other relevant stakeholders.
- Working closely with the Head of Community, lead outreach and relationship building with changemakers and grassroots groups for the action inquiry.
- Working closely with the Programme Director, develop a plan for learning and evaluation of the project.

Project Delivery

- Working closely with the Programme Team, coordinate the delivery of the action inquiry.
- Lead on organising the logistics and resources required to effectively deliver the action inquiry

- Working closely with the Programme Team, recruit and onboard changemakers to the project
- With support from the Head of Training, contribute to the delivery of learning and skills sessions as part of the inquiry
- Manage and execute the delivery of events as part of the action inquiry
- Maintain relationships with changemakers while they are involved in the project and act as a key point of contact
- Working closely with the Programme Team, coordinate the monitoring, evaluation and learning of the project
- With input from the Programme Team and relevant project partners write a learning report at the end of the first year of the action inquiry.
- Plan and deliver a research element of the project aimed at gathering learnings from other sectors on equitable and effective collaboration.
- Working with the Programme team develop a communications plan to raise the profile of the project and share learnings throughout the year.

Supporting other work strands

- Manage (or contribute to) other projects that contribute to achieving People's Economy's goals, as agreed with the Programme Director
- Work collaboratively with the Programme Team to ensure a joined-up approach across People's Economy's work
- These areas will be discussed and identified depending on the appointed candidates' relevant skills, experience and expertise - examples include providing programme management support of our migrant justice programme or supporting the development of our regional work in London.

Financial management and income generation

- With support from the Programme Director, develop and manage budgets for the action inquiry
- With support from the Programme Director, contribute to income generation by leading the development of agreed identified opportunities, including by holding key relationships with existing and potential funders

All People's Economy employees are expected to:

- Always act in the best interests of *People's Economy* and work in line with People's Economy's stated principles and values
- Comply with *People's Economy* policies and procedures
- Implement the organisation's commitment to Diversity, Inclusion and Anti-Oppression in their work
- Contribute to organisation-wide processes and development of practice
- Maintain confidentiality in all areas relating to *People's Economy*
- To be flexible and co-operative and to undertake any other reasonable duties that support the needs of the organisation, as requested by the Executive Director or Board of Trustees

This job description is not necessarily an exhaustive list of duties but is intended to reflect a range of duties the post-holder will perform. The job description will be reviewed regularly and may be changed in consultation with the post-holder.

Person specification:

	Essential	Desirable
Experience	<p>Designing, developing and implementing complex projects and/or programmes with grassroots groups including through partnership working</p> <p>Working on projects or in community settings building collaboration across lines of difference and/or power imbalances</p> <p>Developing and managing partnerships</p>	<p>Living as part of a community that is marginalised or experiencing economic injustice</p> <p>Planning and conducting desk research and interviews, synthesising findings</p> <p>Conducted learning and evaluation of a project.</p>

Skills and Knowledge

Planning and delivering high quality in person and online events

Undertaking successful outreach and engagement with members of communities experiencing economic injustice

Delivery high quality training and facilitation

Strong project management skills

Highly-skilled at building productive working relationships with members of communities experiencing economic injustice

Familiarity with methods of working with marginalised people and communities in ways that minimise imbalances of power

Experienced and effective facilitator

Ability to build and manage effective relationships with organisational partners and stakeholders, including funders

Ability to think independently, critically and creatively and to take responsibility for decision-making

Ability to implement diversity, inclusion and anti-oppression aims and values in core work

Confident oral and written communicator with the ability to communicate effectively to a range of audiences

Excellent time and project management skills, including the ability to prioritise limited resources to maximise impact.

Understanding of some aspects of economics and/or economic policy

Understanding of the New Economy sector

Personal attributes

These are some of the personal attributes we're looking for in everyone who joins our team. We're not expecting you to be able to demonstrate every single one, but show they are areas you are already working on or committed to meaningfully developing alongside the rest of our team.

- Committed to and excited by People's Economy's mission of doing long-term work with people experiencing economic injustice across the UK to collectively understand, reimagine and change the economy.
- Commitment to working with People's Economy's diversity, inclusion and anti-oppression aims and values.
- An open, collaborative, consensual and self-reflective working style, including ability to navigate disagreement and conflict in a constructive way and to be accountable to others.
- Dynamic and energetic, constantly reflecting on People's Economy's effectiveness and seeking ways to improve our impact.
- A critical and strategic thinker, able to both see the big picture and have an eye for detail.
- Ability to reflect and learn, including sharing failures and uncertainties. Openly giving and taking constructive feedback from the team and members of People's Economy's community to bring out the best in you and others.
- The emotional intelligence to empathise with and appreciate others, creating opportunities for those you work with to grow and develop

We have advertised this role as being appointable across two grades. This is because we are open to candidates applying with a wide range of experience. The recruitment panel will make a decision about which grade to offer the role to our preferred candidate following the interview process. Offers made at the 'Senior' level will be considered if the preferred candidate has demonstrated their experience, skills and knowledge would enable them to hold strategic oversight and development to drive forward this new area of People's Economy's work.

How to apply and how the process will work

We will select candidates through a review of written applications to produce a short-list, followed by two interview stages.

We want to see people at their best and so of course will make any reasonable adjustments relating to long-term conditions or disabilities that you need to help you perform at your best. Please let us know if this applies to completing your written application. We also ask you to let us know when submitting your application if you have any requirements for accessibility-related adjustments if you are selected for an interview.

We can also reimburse candidates for travel and childcare costs related to attending an interview, and will ask you about this if we invite you to an interview.

Online Open House

Come and meet us! We are hosting an online open house on Monday October 28th at 12pm for anyone who is interested in hearing more about the roles we're currently hiring for or what People's Economy is all about. You can use this space to ask any questions you might have about the role, find out more about the organisation and meet some of our staff team. Curious?

[Sign up now!](#)

This will be hosted as a webinar and questions can be submitted via the Q&A function so you will be able to remain anonymous unless you choose to unmute or turn on your video to ask a question.

Submitting an application

To apply for the role, please submit your CV and a cover letter to careers@peopleseconomyuk.org with the subject line 'Application - (Senior) Movement Collaboration Lead'. Your cover letter should address the following questions and be no longer than two A4 pages:

1. Why do you want to be part of the People's Economy team?
2. How does your skills and experience meet what is set out in this Job Description?

To be considered for the role you must submit your application by the deadline. Please also complete a [Diversity Monitoring Form](#), this is not mandatory but helps us ensure we are reaching everyone, and informs whether we should make changes to improve our roles and recruitment practice.

Let's also name the elephant in the room! Sometimes we all experience a bit of imposter syndrome. At People's Economy, we lean into this feeling. We believe that imposter syndrome is a manifestation of the oppression many of us face day to day. You don't have to tick all the boxes for each role to apply. If you feel a pull towards a specific role and believe you could make a difference we would love to hear from you!

Interviews

We will be reviewing applications on a rolling basis and encourage you to submit your application as early as possible. We will close applications and move to the interview stage when we have a pool of strong applicants to interview, likely towards the end of October.

The **first** interview will be held online and we will be in touch with shortlisted candidates to give reasonable notice. Details of the **second** interview will follow.

If you are invited to interview you can let us know if you need us to cover childcare or similar costs to allow you to attend the interview. We usually don't dress formally for work, so please wear whatever you feel most comfortable in for the interview.

The interview will involve a structured set of questions designed to test whether you have the key skills and experience for the role. We will send the questions to you in advance. For candidates invited to a second interview, we will also ask you to prepare a task in advance to deliver at the interview and there will be a further set of structured questions sent in advance.

References and eligibility checks

Once we have identified a preferred candidate via the interview process, we will carry out reference checks and legally required checks of eligibility to work in the UK before making a final job offer.

How we will process your application data

We set out in our [data notice](#) for applicants how we will treat the data that we gather about you as part of the recruitment process.