



Sheffield, December 2024

Dear Applicant,

Thank you for your interest in the role of Communications, Events and Fundraising Coordinator for ASSIST Sheffield. This is a truly exciting time to join ASSIST as we bring fresh perspectives and experience into our community to work alongside the passion, knowledge and experience of our capable staff team.

About ASSIST

ASSIST is a Sheffield charity that provides practical support and solidarity to people who, after having their asylum claim refused, face destitution in our community. Through our small staff team of 12 and a 140-strong volunteer network we support people to live with hope and dignity for the future. We provide a safe place to live, money and casework and advocacy support for people to try and navigate and challenge complex systems that by design try to stop them accessing basic rights.

We were founded in 2003 in opposition to the injustice of the UK's discriminatory immigration laws, standing up against the marginalisation and dehumanisation of people in our society. Over two decades on, and the challenge remains, but our movement has grown stronger and we remain as committed as when we began. We have learnt a great deal about how to listen, learn, uphold and champion the rights of people seeking sanctuary, alongside delivering effective, empowering critical support services. We work in solidarity not charity!

Our services

ASSIST is now the largest provider of accommodation for people who have been refused asylum in South Yorkshire. Thanks to the amazing generosity of the community in Sheffield, we now own or lease ten properties for shared living. Alongside this, we have a hosting network of volunteers to make sure that accommodation is available for periods of up to 24 months for up to 40 people who would otherwise be homeless, at a time. We rent out a further five properties to families who have arrived in Sheffield through the refugee resettlement route.

Alongside accommodation, we support approximately 60 people per week with financial support, bus passes and advice via our weekly drop-in. Clients are supported by our casework team, who deliver person-centred, trauma-informed support, including legal referrals, statutory support applications, accompanying to essential appointments e.g. the Home Office or healthcare, interpreting, and access to English classes, sports groups or volunteering activities for social integration.

Our commitment to diversity and inclusion

ASSIST is rooted in the local community and we are in regular conversation with our clients to ensure our work is guided by those with lived experience of the Hostile Environment. We are working towards becoming an anti-oppressive organisation and are committed to challenging racism and all forms of oppression within our organisation and externally. We recognize that we still have a lot to learn about how to do this work well.

We are keen for our organisation on all levels, including volunteers, staff and board members to reflect the rich diversity, e.g different ethnicity/class/age/gender demographics, that exist in the UK today. We aim to make our application process accessible to as many people as possible.

Please do contact us for a conversation about applying if you'd like to understand more about a role or our recruitment process, or if you have any feedback on how we could make our jobs more accessible to less represented communities in the charity sector. You can get in touch with the Leadership Team by emailing leadershipteam@assistsheffield.org.uk