Join Our Team



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SOCIETY

fawcettsociety.org.uk

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Join the Fawcett Society

We are the Fawcett Society, the UK's leading charity campaigning for women's rights and gender equality. For more than 150 years, we've campaigned for women and girls. To live free from fear and on equal terms with men.

Across the UK, women's rights are being pushed down the agenda. Misogyny is rising in politics, online, and in public life. Progress that once felt secure is being rolled back.

We will not let that happen.

Join us and help us fight back.

Why work with us?

1. Meaningful impact: At Fawcett, you work will contribute directly to advancing women's rights and tackling misogyny. Whatever your role, you will be key in driving change for women and girls in the UK.

2. Collaboration: We foster a collaborative and inclusive culture. Our team is made up of passionate people, determined to create real change. We have different life experiences and skills; your voice and ideas will be valued and encouraged.

3. Our history: We take the responsibility of our heritage seriously. For 150 years, we've been fighting for the rights of women across the country. We continue to adapt to the ever-changing challenges.

4. Small but mighty: A small team, but full of determination. Because of our size, we can be agile and responsive. We encourage curiosity. We want to always look at how to improve, how to do things differently.

5. Work life balance: We know you have a personal life. We offer flexible working, generous holiday, wellbeing support, and a team culture that respects your life outside of work.

6. Inclusive workplace: We foster an environment where diversity thrives and everyone has the chance to succeed. We invest in training and anti-racism work to ensure that our internal and external work reflects the diverse experiences of women.

Benefits

- A 5% employer / 3% employee pension contribution
- 36 days annual leave (inclusive of bank holidays)
- Employee Assistance Programme, giving access to health and wellbeing support, including to counselling services
- Enhanced sickness and maternity pay
- Generous family-friendly policies
- Opportunities for professional development and career progression, through training and coaching

What the team has to say

Don't take our word for it, check out some quotes from the current staff team about their experiences of working at Fawcett:

"Teamwork and flexibility make Fawcett a fabulous place to work. Everyone is so supportive and helpful, and we really value each other. Being paid to be a feminist is the best job ever!"

"I can honestly say I love working at Fawcett! I have never worked with such a dedicated and passionate team of hard-working women. Knowing that every member of the team is a feminist and wants to make a difference to the lives of women is a very good feeling... going to work and declaring yourself a feminist and being able to be part of a team making change happen is an absolute privilege. I am proud to be team Fawcett. As a remote part time member of the team, I am able to balance caring responsibilities alongside my job and have the autonomy to work Independently with regular support".

Encouragement to apply

We know that women and people from marginalised backgrounds are less likely to apply for roles unless they meet every single criterion listed. If this role excites you and you feel you could do it well, we strongly encourage you to apply even if you don't meet 100% of the requirements.

We care about values, potential, and how you approach your work, not just whether your experience matches the role line-by-line.

If there are gaps in your experience that you think could be mitigated through training or development, do feel free to set that out in your application.

How we recruit

At Fawcett, we aim to make recruitment as fair and transparent as possible.

This means:

- Applications are reviewed by human assessors; we do not use AI screening tools.
- Applications are assessed against the criteria listed in this pack, with particular focus on the fundamental essential criteria.
- Structured questions are used to ensure all candidates are assessed consistently.
- Interview questions are shared in advance so candidates can prepare.
- We aim to keep recruitment processes proportionate and not require excessive unpaid work from candidates.

Application Guidance

We want all candidates to have a fair opportunity to showcase themselves. The guidance below is intended to help you present your application clearly.

Focus on the criteria

Applications are assessed against the criteria listed in this job pack, with particular focus on the fundamental essential criteria. Before applying, take time to review the person specification and consider how your experience connects to the requirements of the role. You do not need to meet every desirable criterion to apply.

Show, don't tell

Strong applications usually demonstrate experience through examples, rather than making general statements. For example:

Instead of writing "I am a strong communicator.", try explaining:
- a situation where you needed to communicate something clearly
- what you did
- what the outcome or feedback was

This helps us understand your skills and judgement, not just the claim itself.

Be clear about your role

When describing examples, make sure it is clear what your role or contribution was. For example:
- Did you lead the work?
- Did you collaborate as part of a team?
- Were you responsible for a particular part of the project?

Specificity about your contribution gives us clarity about your experience.

Use clear examples

When responding to application questions, it can help to briefly describe:
- the situation or context
- the actions you took
- the result or impact

Examples can come from paid work, volunteering, community activity, education, or other relevant experience.

Don't worry about using the "right" language

We are interested in the substance of your experience, not whether you use specific sector terminology. Clear, straightforward explanations are always more helpful than buzzwords or generic statements.

Passion for the cause

Commitment to our work is important for roles at Fawcett. At the same time, applications are assessed against the role criteria, so be sure to demonstrate how your skills, knowledge and experience align with the role requirements.

A note from our chief executive, Penny



Thank you for your interest in Fawcett. At Fawcett, we have excellent evidence and recommendations across a range of policy issues affecting women and girls. Whether equal pay, women's health, AI or misogyny online, we have experience and insights to help shape policy and reform the law.

This role is critical to getting that evidence in front of the necessary people.

You will manage three connected areas of work.

- First, our Westminster influencing: building relationships and turning our campaign demands into political action. We need someone who follows politics closely and wants to be out there making themselves heard.
- Second, helping make politics safe for women. We already have some excellent partnerships in this area, and this role will lead this policy & campaigning on this topic.
- Third, you will work with our Community Builder to develop a new local government strategy. Councils make decisions that matter enormously to women's lives. We want to work with our local groups to identify where Fawcett can have the greatest influence and build a practical plan.

We know these are three big areas! You will not be managing these areas alone or all at the same time. You will be supported closely by me, our Head of Campaigns, our trustees, and our broader team.

Who are we looking for? Someone who enjoys being out & about. That might mean making our case at a Westminster roundtable, speaking on a panel, meeting an MP with me or recording a short social video explaining why a campaign matters. We want someone who enjoys meeting people and can make a clear, compelling argument in different settings.

We are a small team. There is real room here to shape the work and make it your own. We want ideas, and people who are curious about how to do things differently.

We don't want who just replicates the policymaking of Whitehall, we want someone who will help to challenge it and change it. If that sounds like you, we would love to hear from you.

Penny East

The role at a glance

Job Title:
Public Affairs Manager

Salary:
£40,000–£45,000 per year FTE, pro rata for part-time hours

Location:
Remote within the UK with very regular Westminster and UK-wide travel

Contract:
Permanent

Hours:
3 – 5 days a week. Flexible working. Both part-time and full-time considered.

Reports to:
Head of Campaigns and Influence/Chief Executive

Closing date: 27th November at Midnight

Interviews: Both remote and online. To be scheduled between 7th to 18th of December

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Job description & person specification

Position: Public Affairs Manager
Location: Remote within the UK with regular Westminster and UK-wide travel
Salary: £40,000–£45,000 (FTE)
We always publish the salary for our roles. We do not seek salary history as part of the recruitment process.
Hours: 3 – 5 days a week. Flexible working. Both part-time and full-time considered. Full time hours at Fawcett are 37.5 hours per week.
Reports to: Head of Campaigns and Influence/Chief Executive or such other manager as the organisation may reasonably designate.

Purpose of the role

- Build Fawcett's political influence and turn our campaign priorities into changes to policy, legislation and political practice. You will manage our day-to-day public affairs work, lead our work on improving politics for women and develop an initial plan for engaging local government.
- You will agree priorities and political tactics with your manager, then take responsibility for making them happen. Researchers and specialist colleagues will support the detailed analysis. You will bring political judgement, and a flair for campaigning.

Key Responsibilities

Build relationships that help us win change

- Develop and maintain productive relationships with MPs, peers, Parliamentary staff, special advisers, civil servants and relevant party policy teams. Build support across parties.
- Secure meetings, Parliamentary supporters and useful introductions. Bring parliamentarians together around a clear purpose and follow up with specific actions.
- Represent Fawcett at meetings, conferences, receptions and public events. Seek opportunities for Fawcett on panels and events.

Spot political opportunities and act on them

- Follow the news, Parliamentary business and developments in government closely. Tell colleagues what matters for our campaigns and recommend what we should do next.

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- Work with Parliamentary offices on questions, debates, committee inquiries and legislative opportunities. Coordinate specialist input where amendments or detailed legal proposals are needed.
- Organise purposeful Parliamentary briefings, roundtables and meetings with support from colleagues. Take responsibility for the political invitations, briefings and follow-up.

Make a clear and credible case

- Write concise policy briefs, meeting notes, correspondence and Parliamentary materials that explain the problem, the evidence and the action we want.
- Work with colleagues to develop research and specialist advice to build persuasive arguments.
- Coordinate relevant consultation and inquiry responses, drawing on researchers and colleagues and securing agreed sign-off.
- Prepare colleagues for political meetings and speaking opportunities. Work with communications colleagues so our public messages and private influencing reinforce one another.

Leading your areas of work

Improve politics for women

- Lead Fawcett's work to make political life more equal, accessible and safe for women. Build on our existing research and relationships to agree a focused programme with clear proposals for change.
- Identify the reforms Fawcett should prioritise, including action on sexism and harassment, abuse and intimidation, barriers linked to caring responsibilities, and women's access to political power.
- Build relationships with women in politics, Parliamentary bodies, political parties and organisations working on representation and political culture.
- Work with researchers and partners to bring women's experiences into the evidence and proposals. Ensure the work addresses the different barriers women face, including racism and ableism.
- Develop and deliver the influencing plan for agreed reforms. Combine public campaigning with direct engagement and press those responsible to follow through on commitments.

Develop an initial local government plan

Work with our Community Builder, local groups and relevant partners to identify where Fawcett could make the greatest difference through local government

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engagement. Explore opportunities with councils, combined authorities, mayors and relevant networks, taking account of their different powers and responsibilities.

Work well as part of a small team

- Agree a realistic workload with your manager. Make clear recommendations about what to prioritise, what to defer and where specialist support is needed.
- Keep useful records of political relationships, commitments and next steps so colleagues can work together effectively and relationships belong to the organisation.
- Exercise good judgement about confidentiality, political sensitivity and public representation. Follow Fawcett's policies and agreed routes for approving positions and public statements.
- Track progress towards agreed objectives and contribute clear updates for team, trustee and funder reporting where relevant.

General Responsibilities

Undertake other duties commensurate with the role and contribute to organisational responsibilities including compliance with relevant policies and procedures.

Maintain accurate, up-to-date and accessible records relating to your work, ensuring that information is appropriately stored in organisational systems (e.g. CRM, project management tools and shared drives) to support continuity, transparency and effective collaboration across the organisation.

Identify and proactively share relevant opportunities that could benefit the organisation, including grants, awards, partnerships, pro bono support or in-kind offers, drawing on your subject knowledge and networks. Where appropriate, take a lead role in progressing these opportunities, or collaborate with relevant colleagues (e.g. fundraising, communications or delivery teams) to develop and submit applications. This includes contributing to maximising the organisation's impact and return on investment by ensuring that appropriate opportunities are not missed.

Person Specification

We want someone who is ambitious for women's rights, curious about politics and keen to take responsibility. Your experience could come from Parliament,

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government, a political party, a charity, a trade union, an agency or another organisation that influences public decisions.

The experience and skills we need

- A strong working knowledge of Westminster and how UK policy and legislation are made, including the roles of ministers, special advisers, officials, Parliament and political parties. You can explain where and how an outside organisation can influence a decision.
- A close interest in news and politics, with the judgement to distinguish an interesting headline from an opportunity that could advance a campaign.
- Clear, persuasive writing. You can use evidence to produce a concise policy brief and set out a specific, credible request for action.
- Confidence representing an organisation in person. You enjoy meeting people, can hold a constructive conversation with someone who disagrees and you're keen to speak at events or on social media.
- A strong commitment to women's rights and tackling misogyny, with an understanding of how racism, disability, class and other inequalities shape women's experiences.
- The judgement to work across party lines, handle sensitive information and uphold the independence of a campaigning charity.

You do not need a degree, a particular job title or experience of every issue Fawcett campaigns on. We are looking for evidence of what you can do and how you approach the work. Researchers and specialist advisers will support detailed research and technical legal analysis.

Equality, Diversity & Inclusion

We particularly welcome applications from disabled candidates, older candidates, and Black and racially minoritised candidates, who are currently underrepresented in our organisation. Each applicant will be individually assessed regardless of age, gender, ethnicity, sexual orientation, disability, religion, or belief. We will use positive action on the basis of race and/or disability in case of a tie-break situation.

How to apply

Applications should be submitted via this form which requires you to answer 2 questions and upload a CV. We ask that you complete our anonymous Equal Opportunities Monitoring form here.
If you need any reasonable adjustments in order to apply for this role, please contact us at recruitment@fawcettsociety.org.uk.

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