

Recruitment pack



Campaigns Officer
Permanent



Target
Ovarian
Cancer

Closing date: 19 October 10 am

What you need to know about the role

Job title: Campaigns Officer

Reports to: Public Affairs Manager

Location: We currently offer a hybrid-working model. This means you may usually work from your home or remote location but are expected to attend meetings and pay for your own travel to the office in London Bridge when required

Hours: Full-time 35 hours per week Monday to Friday or part-time 28 hours per week. The charity has a core hours policy with core hours of 10am – 4pm and flexibility around remaining hours.

Salary: £30,000 FT or pro rata for part time



About Target Ovarian Cancer

At Target Ovarian Cancer, we target what's important to stop ovarian cancer devastating lives.

We give trusted information, to help people ask questions and make decisions that are right for them. We connect people with shared experiences, and we support families every step of the way.

We stand together as a powerful community for everyone facing ovarian cancer across the UK, sharing stories and raising voices, to make sure that ovarian cancer becomes a health priority.

We know that early diagnosis saves lives, so we work closely with GPs who are at the heart of this, to help them diagnose ovarian cancer faster and earlier – giving everyone the best chance of living.

And our investment in research to find new, better and more targeted treatments means that everyone can live with hope for their future.

We're fighting for a world where everyone with ovarian cancer lives, and we're targeting what's important – symptoms awareness, early diagnosis, better treatments and support for all.



Our values

Learn about the values we expect from ourselves and each other, at every level of the organisation, every day.



Supportive

Working together to be there for women with ovarian cancer and their families.



Expert

Bringing together the knowledge, skills and experience to succeed.



Pioneering

Constantly pushing boundaries, innovating and working to be the very best we can be.



Empowering

Helping people to achieve their goals.



Passionate

Women with ovarian cancer are at the heart of everything we do.



Impactful

Delivering the changes that women with ovarian cancer and their families need.



My favourite thing about working at Target Ovarian Cancer is definitely the people – it's an absolute pleasure to be part of such a passionate and dedicated team who are super friendly and fun to work with!"

– **Helen, Head of Public Fundraising**



Specific responsibilities

About this role

As Campaigns Officer, you will play a pivotal role in turning lived experience into action empowering women with ovarian cancer, their families and friends, to speak out, influence decisionmakers and drive meaningful change.

You will be the first point of contact for our campaigners, building trusted relationships and helping people use their experiences to make a powerful impact. You will also take the lead in launching our new Campaign Ambassadors Programme and growing our devolved nation action groups across the UK.

Bringing creativity and ambition to our online campaigning, you will develop engaging ways for supporters to take action. You will collaborate with colleagues across the policy and external affairs team to turn our policy priorities into campaigns that deliver lasting change.

Specific responsibilities

Campaigner stewardship and development

- Act as the first point of contact for campaigners and support them to make their voices heard.
- Maintain and develop our national campaigns network.
- Develop and deliver regular campaign e-actions
- Develop and keep up to date our campaigns toolkit
- Lead our campaigner action groups in Wales, Scotland and Northern Ireland.

Campaign Ambassadors Programme

- Lead on planning, operations and evaluation of our Campaign Ambassadors programme
- Lead the organisation of events for Campaign Ambassadors.

Campaigns Communications

- To maintain the policy and campaigns section of the website.
- Produce regular communications for campaigners
- To work with our communications team on digital and social media engagement for our campaigns work.
- Build relationships with supporters and identify opportunities to optimise use of campaigner experiences in promoting policy and campaigns work.



Specific responsibilities

Monitoring and evaluation

- To maintain a database of campaigners.
- To produce reports, statistics and other relevant information to feed into wider policy and campaigns strategy.

Supporting the wider team

- Lead on CRM administration and internal communications
- Undertake other assignments, as required, within the policy and external affairs team and the wider organisation.



Person specification

The best person for this role will have experience of:	Essential	Desirable
Experience (either paid or voluntary) of delivering campaigning activity.	X	
Interest in cancer and/or women's health	X	
Knowledge of healthcare issues and systems.		X
An understanding of the political system in Westminster and devolved nations.		X
Excellent interpersonal, verbal and written communication skills.	X	
Experience of working directly with individuals to help them make their voices heard by decision-makers.	X	
Experience of using e-action campaign platforms		X
Experience of Raiser's Edge		X
Experience of developing engaging web and social media content		X
The best person for this role will be (behaviours):	Essential	Desirable
Passionate, determined to secure improved outcomes for women with ovarian cancer.	X	
Engaging, able to communicate in a clear and accessible manner to a wide range of audiences.	X	
Motivated, with a commitment to learning new skills and taking responsibility for your own development as you grow in the role.	X	
Curious, always wanting to explore new ways of supporting and engaging campaigns and achieving greater impact.	X	
Problem solving, confident in approaching challenges and identifying a way through.	X	
Able to work effectively as a team member and on own initiative.	X	



Benefits



Holidays

Staff start with 25 days' annual leave entitlement, rising to 27 days after one year's service and 30 days after two years' service and also receive statutory public holidays. This is pro-rated for part time staff.



Employee assistance programme

All members of staff, their partners and any dependants between the ages of 16 & 24 in full time education, have access to a free and anonymous service providing information, expert advice and specialist counselling to deal with a wide range of issues staff may encounter in their personal or work lives.



Health Service Discounts

All Target Ovarian Cancer staff are eligible to sign up to the NHS Health Service Discounts website as healthcare-related charity staff and receive discounts on shopping, insurance, mobiles, and more!



Volunteering

All staff are encouraged to volunteer at Target Ovarian Cancer events at least twice a year. Time off in lieu is given for these volunteering times when staff volunteer out of working hours.



Pension

5 per cent employer contribution.

Meet the team



I was made to feel so welcome by everyone at Target Ovarian Cancer from my very first day, and that support has definitely continued. The hybrid working model works well, but there are still plenty of great opportunities for us all to meet in person. Everyone has a really strong understanding and passion for our work and what we're here to achieve, and it's fantastic to be a part of that."

- Sinead, Events Fundraising Manager



Benefits



Interest-free season ticket loan

Allowing staff to spread the cost of annual public travel to and from the office over a set period of time.



Childcare vouchers

Available to those already on the childcare voucher scheme.



Buddy system

All new starters are allocated a buddy to help welcome them into the charity and support them in settling in.



Hybrid working

Our hybrid working policy means staff may usually work from their home or remote location, and are expected to attend meetings and pay for their own travel to the office in Angel, London when required.



Social committee

Target Ovarian Cancer's social committee organises fun social events creating a sense of togetherness and wellbeing among our valued staff.



Flexible working

Our standard full-time working week is 35 hours. We make every effort to support flexible working requests where possible (we respect people's different working preferences and the need for a healthy work-life balance).

Equal opportunities

Target Ovarian Cancer is committed to the promotion of equal opportunity and does not discriminate against employees for job applications on the basis of race, sexual orientation, religion, colour, sex, age, national origin, disability or any other status or condition protected by applicable law. This policy extends to but is not limited to recruitment, selection, remuneration, benefits, promotion, training, transfer and termination.



How to apply

To apply, please click apply and upload your CV and cover letter.

Please also complete this [equalities monitoring form](#)

Please submit your application by 10:00am Monday 19 October.

If you would like to receive a paper copy of the recruitment pack, please call 0207 923 5470 or email jobs@targetovariancancer.org.uk with the address you would like us to post it to.

We want to make our recruitment accessible to all, if there is a way we can support you in your application, please contact us at jobs@targetovariancancer.org.uk.

Target Ovarian Cancer is a company limited by guarantee, registered in England and Wales (No. 6619981).

Registered office: 10-18 Union Street, London, SE1 1SZ. Registered charity numbers 1125038 (England and Wales) and SC042920 (Scotland).

Find out more



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