



# ADVOCACY ACADEMY

## **Senior Lead Gender Coalition**

Information For Prospective Applicants

**CONTACT FOR ENQUIRIES**

[recruitment@theadvocacyacademy.com](mailto:recruitment@theadvocacyacademy.com)

## SUMMARY

**Position Title:** Senior Lead Gender Coalition

**Level:** Level 5

**Salary:** £39,000 - 44,000 (FTE yearly)

**Reports to:** Associate Director of Partnerships

**Location:** Liberation centre Brixton, London (New office in Brixton)/ Remote working within the UK with at least 2 days' work from our office (Pro rata for part time)

**Contract:** Fulltime (40hrs/weekly), fixed-term project contract for 1 year with potential for Part time (e.g., 32hrs/weekly) extension subject to funding.

**Hours:** TAA has flexible working hours, with some expected evenings (e.g., one 9pm finish once every two weeks) and weekends due to the nature of the role. All extra hours are reimbursed as Time off in Lieu (TOIL).

**Start date:** As soon as possible (potentially June with consideration for notice period)

**Benefits:** TAA laptop and phone, (employee assistance and health cash package including staff supervision, counselling, dental, optical care and more.).

**The Advocacy Academy is an activist youth movement.** We serve as the political home for grassroots youth organising and the catalyst for collective action. The lives of the young people we work alongside have been directly shaped by living in an unjust world, and we exist to turn their anger into action.

**Young people are often the catalysts for major social change**, from the Student Non-violent Coordinating Committee at the heart of the Civil Rights Movement, to the Soweto Uprising mobilising young people to resist the apartheid regime's education policies, to the Sunrise Movement redrawing the electoral map across America, and more recently encampments and protests across the world protesting the genocide in Palestine. **How successfully they achieve real and lasting change depends on whether they are organised and whether they have the right strategy and tactics to be effective.**

**We want youth organising to be enshrined in the UK for generations to come**, and for young people to have tangible political power to influence national policy. That's why we have launched two national coalitions, one around climate, and the other around gender. Each will train organisations across the country to become youth organisers and work together to bring 100 young people together to identify the strategy and tactics needed to achieve change. **These young leaders will organise others and work collectively to build a campaign which shakes the status quo.**

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**We are looking for a Senior Lead Gender Coalition** who believes in this vision and is capable of building the leadership in youth workers and young people alike that enables them to turn the resources they have into the power they need to make the change they want. It will be your job to help grow this programme, organise our partners, create magic and spark the hope for something more! If this excites you, then please apply.

Before you skim the job description, **please remember you don't have to tick all the boxes for each role to apply. Charity experience is not a requirement!** We all experience a bit of imposter syndrome, including the staff here at The Advocacy Academy. Let's name it for what it is - a manifestation of the oppression many of us face on a day to day. If this role pulls you and you believe you could make a difference, then apply anyway or reach out to us to discuss more!

# AREAS OF RESPONSIBILITY

1. **You will coordinate our Gender Coalition – Power in Balance.** You will be accountable for the development and delivery of our Gender Coalition programme Power in Balance, including but not limited to:
  - A. **Coordinating efforts to set the strategic direction and priorities for the Programme, working primarily with the Director of Programmes and Partnerships and Associate Director of Partnerships,** and in connection with others that need to feed into the programme.
  - B. **Proactively build relationships with our coalition partners.** This involves:
    - Holding regular 1:1s and relational meetings that strengthen our connection, supporting partners to identify and act on their developing political interests, and ensuring they meet coalition milestones.
    - It also includes providing ongoing support around campaigns and community organising, enabling partners to lead and deliver local actions following the Summer Camp.
  - C. **Lead the Youth Steering Group.** This involves:
    - Providing strategic oversight and facilitation of the Youth Steering Group, ensuring consistent engagement, strong attendance, and meaningful youth voice throughout the programme.
    - Setting clear agendas, supporting members to contribute confidently, and ensuring insights are captured and translated into programme design and delivery.
    - Working closely with partners to maintain alignment and ensure the group reflects the diversity and needs of the young people Power in Balance serves.
  - D. **Lead the development of the Summer Camp.** As part of this, you will be required to attend the Power in Balance Summer Camp (15th - 19th August 2026) to build your understanding of the model, support delivery, and become familiar with best practice in preparation for future leadership of the programme. In addition, you will:
    - Work closely with the Associate Director of Partnerships to oversee the delivery of the Power in Balance Summer Camp, ensuring all elements are well-coordinated, high-quality, and aligned with programme outcomes.
    - Take ownership of key logistics, including timelines, partner coordination, and on-the-ground delivery, ensuring a smooth and inclusive experience for all participants.
    - Support and enact mechanisms to capture learning and feedback throughout, ensuring insights are gathered effectively to inform real-time improvements and future iterations of the camp.
  - E. **You will ensure that Power in Balance runs like a well-oiled machine** by pulling in the right people at the right time to ensure key milestones are met:
    - Coordinate and maintain a suite of behind-the-scenes systems, processes and resources to keep things running like clockwork and provide transparency and help build trust
    - Coordinate the holding of safeguarding, risk management standards and ensure Health and Safety standards are met.
    - Maintain the clear monitoring and evaluation frameworks for your work which allow you and your team to learn, test, and re-test as you build, in partnership with young people and other partners
  - F. **Hold the budget for the Power in Balance Programme,** ensuring that all activities are run within financial targets, working closely with the Director of Programmes and Partnerships and Associate Director of Partnerships to maintain oversight, identify efficiencies and potential savings, and proactively flag any risks or opportunities that may impact delivery or budget adherence.
2. **You will support our wider partnerships work.** Support the Associate Director of Partnerships to deliver our overall partnerships strategy. This will include, but is not limited to:
  - A. Working closely with the Senior Lead for Climate Coalition to identify opportunities for collaboration and reducing duplication

- B. Work closely with the Programmes, Organising and Campaigns, and Community teams to develop training on organising and campaigning.
  - C. Deliver ad hoc workshops and meetings, holding space effectively and designing and delivering creative learning journeys for young people.
3. **You will be a key member of the Programme Team, including but not limited to:**
- A. Support efforts to set the strategic direction and priorities for the Programmes Team each financial year.
  - B. Support the Director of Programmes and Partnerships and Associate Director of Partnerships with the management and mitigation of organisational risks presented by the Coalition by escalating issues in a timely manner and contributing to effective problem solving.
  - C. Contribute to the delivery of wider organisational programmes beyond Power in Balance, including providing support to initiatives such as Ignite and other internal programme delivery as required, ensuring alignment with team priorities and organisational goals.
4. **Share responsibilities for achieving our strategic objectives by upholding our vision, mission, strategy, ideology, and cultural values within your area and across TAA, supporting on cross-departmental projects as needed:**
- A. Embody our commitment to social and economic justice, ensuring this is consistently reflected in decision-making, delivery and partnerships
  - B. **Role model and actively steward our culture and value expectations** across the organisation including but not limited to: leading by example across departments and during team days and role-modelling leadership
  - C. **Proactively identify and surface opportunities that strengthen organisational impact**, working closely with senior leadership, including the Director of Finance, HR and Ops, and contributing to strategic thinking and direction
  - D. **Hold responsibility for identifying and addressing risks to our integrity**, authenticity and alignment with our ideology and culture, taking appropriate and timely action
  - E. **Strengthen collaboration across departments by creating and enabling opportunities** for joint working, ensuring teams are aligned, resourced and working in tandem
  - F. **Contribute to a culture of openness and care by communicating your wellbeing needs** to your line manager, shaping and feeding back on TAA wellbeing initiatives, and supporting others to engage with and uphold this culture
  - G. **Take ownership of your ongoing development**, actively seeking opportunities to deepen your leadership, knowledge and areas of specialism
5. **Governance and Compliance**
- A. **Work with your team and the Finance, HR and Operations team to prioritise and centre risk management** in your portfolio: feeding into risk analysis and mitigation, identifying and escalating risks to the strategic objectives, taking the lead to mitigate risks early and thoroughly.
  - B. **Hold oversight of risk within your area**, ensuring appropriate systems and practices are in place and consistently applied
  - C. **Ensure understanding and compliance with TAA policies and practices** and take the lead on their implementation within your portfolio

## A BIT ABOUT YOU

- You are passionate about, and committed to, creating a **more fair, just and equal world**.
- **You believe in the potential of young people** to challenge the status quo and are dedicated to helping them become more powerful citizens.
- You've got a deep understanding of, and a personal relationship with, issues of social justice. From racism to the housing crisis to gender justice, **you'll be aware of how systemic injustice operates in our society**, clued-up and well-informed on the big issues of our time, and committed to changing them.

- You'll be **comfortable managing a "to-do" list of competing priorities** and balancing your workload to meet competing deadlines.
- You're a **sensitive and thoughtful relationship-builder** who is interested in building a network of relationships to support the Advocacy Academy's work. You're a great listener, and remember people's names, faces, and stories.
- You're a **confident written and verbal communicator**, who is comfortable with tailoring communication to reach a diverse range of audiences and stakeholders.
- You're proactive, organised, and eager to learn, whether that's chatting with potential funders, researching new opportunities or collaborating with teammates.

## IDEAL SKILLS & EXPERIENCE

- At least 5 years of experience in programmes delivery on issues of social justice working with young people and/or
- At least 5 years of experience in supporting people to be more confident and comfortable developing and implementing organising or campaign efforts.
- Detail oriented
- Strong written and verbal communication skills
- Experience working with different audiences or types of stakeholders
- Strong project management and experience working collaboratively across teams both in person and online
- Excellent organisational skills with confidence managing multiple tasks at the same time/ balancing multiple priorities to meet deadlines
- Experience with our existing systems e.g., Gmail/ Google Doc/ Google Sheets/ Canva/ Slack
- Confidence working in a fast-paced environment

**This is an outline of the responsibilities and duties of the Senior Lead Gender Coalition role**, it is not intended as an exhaustive list and may change from time to time to meet the changing needs of the Liberation Centre and our young people. Any changes will be made in consultation with the post holder.

## HOW TO APPLY

Candidates will be asked to **provide a CV and a Cover Letter OR a supporting video application addressing the following questions** (no more than 1000 words or 10 minutes for all questions).

- Tell us about a gender justice issue that makes you angry and why it matters to you?
- Our Senior Lead for Gender Coalition will train young people and organisations to become confident Gender organisers. Tell us about a training programme you were part of, what it achieved, what it didn't, your role in that effort and any reflections you have about being part of it?
- **Our Senior Lead Gender Coalition** will support people to act on their developing political interests. Tell us about a time when you helped someone learn and develop their capacity to make change in the world?
- Include anything else you would like us to know as we consider your candidacy for the **Senior Lead Gender Coalition role**.
- **Apply [here](#)** -

In addition, please also provide information on your notice period and your availability for interview. You may also **attach any other content** that would be relevant for us to have in order to showcase interest and experience. The content can come in any form of media, including but not limited to - a mind map of ideas, a timeline or portfolio of your work, life or experiences; a recording; a Powerpoint or other form of presentation; a song, article, poem or other writing samples.

## DATES

- **Closing Date:** The deadline for applications **18th May 2026 by 10am.**
- **Task:** If shortlisted you may be required to complete a brief facilitation activity with young people around organising or campaigns.
- **First Round of Interviews:** will be scheduled for **w/c 18th May 2026** (Dates are subject to change).
- **Second Round of Interviews:** will be scheduled for **w/c 01 June 2026** (Dates are subject to change).

Please be aware that we will be interviewing as we receive applications. The application date might be brought forward if we find the right person.

## ONLINE OPEN HOUSE

We will not be hosting an online open house for this role. However, if you have any questions about the role or are interested in hearing more about what The Advocacy Academy is about we are happy to do 15-20mins exploratory phone call.

Contact [recruitment@theadvocacyacademy.com](mailto:recruitment@theadvocacyacademy.com) to indicate your interest for this.

## A NOTE ON USING AI TOOLS IN YOUR APPLICATION

We understand that AI tools like ChatGPT can be helpful when preparing an application, and you're welcome to use them as a support. However, we're most interested in hearing directly from you. Please ensure your application reflects your own voice, experiences, and perspective.

We value the unique insights, lived experiences, and ways of thinking that each candidate brings. These are what help us understand who you are and what you would bring to the role, and they are an important part of how we assess applications.

If you require any adjustments or support during the application process, please don't hesitate to let us know. We're committed to making our recruitment process as accessible and inclusive as possible.

## NOTHING ABOUT US WITHOUT US

We aim to be representative of the community we are working with. We encourage applications from people of colour, those who **We're not just committed to being an equal opportunity employer, we actively celebrate diversity in all its forms. Let us**

As an employer we make all reasonable adjustments to support employees in their work if they are disabled or have a health condition. We support the Access to Work scheme which could provide you with financial support to get the help you need to do all tasks successfully. We are happy to facilitate Access to Work assessments and reclaims and would actively welcome applicants who would need this in order to do the job.

All staff who work on our programme must have, prior to starting work, a returned satisfactory **enhanced Disclosure and Barring Service (DBS)** dated no earlier than 1st January 2021. The Advocacy Academy will assist the application for, and pay for the processing of, a new DBS for staff members where required.

We welcome applications from people with **convictions**. Please disclose in your application if you have any convictions, cautions, reprimands or final warnings that are not "protected" (as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013)). **We consider each person on their own merits, taking into account all the circumstances.**