



**Local Groups and Activist  
Development Officer  
Application Pack**

<b>Closing date:</b>	5th of September 2021
<b>Interview date:</b>	Week commencing 6th of September 2021
<b>Interview location:</b>	Online

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# 1. Job Description

Momentum is recruiting a **Local Groups & Activist Development Officer** who will play a vital role in our vibrant organisation. This is an exciting opportunity to take a leading role driving the growth of our network of local groups and activists, supporting them to become more effective leaders, campaigners and organisers, inside the Labour Party and in their communities.

We encourage applicants from a diverse range of backgrounds, and we particularly welcome BAME, working class, women, LGBTQ+ and disabled applicants.

This role is full-time for a fixed term of 12 months, and can be performed from anywhere.

**Reports to:** Head of Campaigns and Activist Development

**Other Management/Coordination:** Participating in the the Campaigns Working Group, Membership Working Group, working closely with the Organising Team

**Staff Management Responsibility:** N/A

**Financial Management Responsibility:** Co-administering the Local Group Funding Pot

**Salary:** £26,380 to £30,020 p/a, with London weighting. £22,880 to £26,520 p/a without London weighting.

**Location:** Our office is located in London but the role can be performed from anywhere.

**Job Purpose:** To support the growth of Momentum's national network of local groups and activists, by providing support with campaigns and activities and delivering programmes of activist development.

## Duties and Responsibilities

### *Local group development*

To support the growth of Momentum's network of local groups by:

- Supporting local groups to run campaigns, organise political education events, recruit members, deliver trainings and developing resources and frameworks to achieve this.
- Running trainings, facilitating skill-shares and providing general guidance for local groups and activists
- Encouraging regional and national collaboration between local groups

- Ensuring the participation of local groups in the full range of projects and campaigns organised by Momentum;
- Helping activists to set up new local groups, and responding to requests for support from local groups as and when they come in

### *Activist Development*

- To support the development, coordination and delivery of activist development programmes delivered by Momentum nationally
- To support the development and delivery of trainings for local group leaders and members, to skill-up activists and identify leaders within our networks
- To support in the development and maintenance of a suite of resources for use by all members aimed at providing the basic skills and knowledge for members to be effective activists

### *General*

- To help facilitate meetings, deliver trainings or otherwise support the delivery of events for Momentum when necessary
- To support any ongoing or future projects of the Campaigns and Activist Development Team, using relevant skills and expertise where appropriate
- To support to any projects across the organisation as and when needed

## **2. Person Specification**

### **Essential Attributes**

- A highly motivated individual who is committed to Momentum's strategic goals and the transformation of the Labour Party into a democratic, member-led party capable of winning elections and implementing socialist policies
- Someone committed to organising democratically and facilitating member participation
- Someone capable of providing on the ground leadership to Momentum members and inspiring and supporting them to get involved and contribute to Momentum
- Someone capable of thinking strategically, organising their time effectively and prioritising goals under pressure, as well as responding to unexpected events as and when they occur
- Someone with a willingness support Momentum members, engaging in conversations with empathy and sensitivity

## **Knowledge**

- Understanding of Momentum's strategic goals and ways of organising, and the wider political context in which it operates
- Knowledge of the labour movement and an understanding of key Labour Party structures and actors
- Awareness of structural inequalities along lines of class, gender, ethnicity, and sexual orientation, among others, and the importance of challenging and overcoming these inequalities in how Momentum organises

## **Essential Experience**

- Experience of designing and organising campaigns, events or projects that drive participation, build capacity and have political impact
- Experience of empowering and motivating others to self-organise and take on leadership roles in campaigns, events and projects.
- Experience of coordinating across a diverse range of stakeholders and of operating in a high-pressure environment

## **Desirable Experience**

- Experience of recruiting and developing activists

### 3. How to apply

To apply for this role, please complete this application form [here](#) and return it to [hr@peoplesmomentum.com](mailto:hr@peoplesmomentum.com). Momentum is committed to equal opportunities and diversity at every level of the organisation. Therefore, we would appreciate you completing this short (optional) equal opportunities monitoring form [here](#), and sending it to [hr@peoplesmomentum.com](mailto:hr@peoplesmomentum.com).

If you would like further information about the role, please contact [ollie.hill@peoplesmomentum.com](mailto:ollie.hill@peoplesmomentum.com)

- Momentum's website can be viewed [here](#).
- Momentum's social media accounts can be viewed here:
  - [Facebook](#)
  - [Twitter](#)
  - [Instagram](#)
- Momentum's constitution can be viewed [here](#).