

Reconnection Tour Co-ordinator

Role Description and Person Specification

Background

[Engage Britain](#) is a charity that exists to find answers to Britain's biggest problems by grounding them in what people live through every day. In 2020 it established the Grassroots Advisory Network, a group of local activists and leaders from around the UK who come together to advise on and shape the work of Engage Britain and to explore issues of common concern. Out of these discussions has come the concept of the Reconnection Tour.

The vision of the Reconnection Tour is all about **bearing witness**:

- Bearing witness to the stories and voices of those who have been isolated and disconnected, making them feel valued and heard
- Bearing witness to the incredible efforts of local communities to connect themselves and support each other
- Inviting and encouraging policy-makers and wider society to bear witness to these stories and take action in response

The Tour will be a series of approximately 15 local events, held in Spring 2022. They will each be locally owned and shaped, but united by a common vision and a shared narrative structure – moving from the pain of disconnection to the power of collective efforts to reconnect and the hope of how things could be different in the future.

Beyond the events themselves, the Tour aims to have a legacy at two levels:

Local Legacy – Tour stop host organisations will be resourced and equipped to create or expand efforts to reconnect people locally, and connected to others doing the same across the country.

National Legacy – An interactive Summit following the Tour will bring host organisations together with policy experts and leaders from all tiers of government to come up with ways in which the State and other key institutions can improve support for grassroots initiatives to connect people.

The Role

Role Title – Reconnection Tour Co-ordinator. Accountable to – Tour Steering Group¹

The Reconnection Tour Co-ordinator will be the lynchpin of the team working to make the Tour come to life. The role will be a unique opportunity to work with dynamic local leaders from around the country to shape an innovative and high-profile initiative which has the potential to lead to significant and lasting change in promoting social connection in the UK.

¹ The role will be hosted within Engage Britain, with support including line management from Engage Britain Programme Director

Core responsibilities will include:

- Supporting the Tour Steering Group to develop and implement the Tour strategy
- Supporting the 15 local Tour Stop hosts to design and deliver their events (approx. half of the Tour stop hosts have already been identified)
- Commissioning the development of the 'Tour-in-a-box' package to enable other communities to engage with the Tour
- Managing the logistics of the Tour (including Tour vehicle to transport the Core Team to each local event)
- Supporting Core Team colleagues in the delivery of communications and influencing efforts
- Managing stakeholder engagement for the Tour, including holding relationships with partner organisations where appropriate
- Undertaking other tasks to support the delivery of the Tour as directed by the Steering Group

Person Specification

Knowledge and Experience

- Experience of complex project management and familiarity with standard project management tools
- Experience of working with civil society organisations and leaders to run engaging community events/initiatives
- Experience of co-ordinating project teams in a high-paced environment

Skills and abilities

- Outstanding written and oral communication skills, with the ability to form positive working relationships quickly with a wide range of stakeholders
- Ability to work in a high paced, fluid and challenging environment, handle competing priorities, work to tight deadlines and ensure that projects stay within deadlines
- Highly effective interpersonal skills and a natural empathy with people from a range of backgrounds

Personal and professional style

- Dynamic, relational and engaging
- Highly organised, methodical and thorough
- Collaborative and empowering attitude
- Team player and keen to get involved at all levels
- Demonstrable passion and commitment to Engage Britain's mission and values

Further Information

Salary – Dependent on experience and contract type, up to £40k FTE if on fixed term contract.

Location – We encourage applications from people around the UK, as you will be able to work remotely. There will also be other instances of travel across the UK, particularly during the Tour when you would be expected to attend all Tour events.

Contract – We are open to this role being on a fixed-term contract, as a secondment or as a contractor on a day-rate basis.

Working Hours – Between 30 and 37.5 hours per week. Standard working hours are Monday-Friday (09:00-17:30), but we are open to discuss flexible working patterns. There will be occasions, particularly during the Tour itself, when you may be required to work outside of these hours.

Equal Opportunities – Engage Britain is committed to ensuring that all job applicants and employees are treated equally and fairly. We also welcome and encourage applications from a range of backgrounds.

Work Eligibility – Applicants must be able to and be entitled to work in the UK.

To find out more or to express interest in this role, please contact the Director of Engage Britain, Julian McCrae at julian.mccrae@engagebritain.org