# Application pack: Campaigns Manager

Full time

Managed by: Director

Manages: Campaigns Team

Salary range: £31,370 - £35,200

|  |
| --- |
| Purpose of the role |
| The Campaign Manager is responsible for overseeing the development and implementation of PSC’s campaigning work. Reporting to the Director as part of PSC’s Management Team, you will contribute to the development of PSC’s strategy and annual plans. As Campaign Manager you will ensure that there are clear plans in place to deliver on PSC’s campaign objectives and will monitor the delivery of those plans. You will show leadership in developing campaign ideas and driving campaigns forward. You will manage the Campaigns Team and hold responsibility for the management of campaign budgets and expenditure. You will oversee the implementation of PSC’s organisational plan to grow membership and branches, and the development of campaign work with students, trade unions, parliamentary groups and other key partner organisations. You will ensure PSC is utilising contemporary techniques and communications to ensure its messages are reaching target audiences |

|  |
| --- |
| Key responsibilities  |
| Campaigning* To contribute to the development of PSC’s strategic objectives and annual plan
* To ensure that there are clear strategies and action plans in place for the delivery of individual campaigns including mechanisms for the regular review of these plans
* Work with the Director and Media and Communications Officer to ensure development and delivery of campaign specific media plans.
* Hold responsibility for effective coordination of Campaign events including relevant public meetings, rallies, and PSC’s parliamentary lobbies.

Organisational Development* Hold responsibility for implementation of PSC’s plans for membership growth
* Work to ensure growth of PSC’s branches and that support is in place for the campaigning work of branches

Building Political Alliances* Contribute as part of PSC Management Team to the development of campaigning links with key sectors and partners including key Palestinian bodies, Parliamentary Groups, Students, Trade Unions, Faith Groups, and other civil society organisations. Ensure PSC’s campaigning work is co-ordinated with the work of key partners as required.

Management* To deliver line Management to all staff reporting to this post

• To ensure all staff reporting to this post have clear work plans, and receive regular appraisals• To ensure all staff reporting to this post receive regular training and development opportunities.• To ensure all new staff within the Campaign Team receive appropriate induction into their role• To work as part of PSC’s Management Team to develop the organisational budget and to ensure that all Campaign Team expenditure is in line with agreed budgets.• To ensure that regular reports are produced for the Director and EC reviewing progress on Campaigns in line with agreed plans.• As part of the Management Team, alongside the Funding Finance and Development Manager, you will deputise for the Director in his/her absence. |

|  |
| --- |
| **Flexibility** |
| * In order to work effectively in a changing environment, other tasks may be requested.
* The post-holder must be prepared to travel throughout the UK and on occasion internationally, and to work varying hours.
 |

|  |
| --- |
| **Personal specification** |
| Essential Knowledge and experience:• Significant Campaigning experience• Significant and up to date knowledge of the situation in Palestine • Experience of organising public meetings, rallies, or conferences • Knowledge of how to build a campaign across key sectors including work with parliament, Trade Unions, students and civil society. • Proven track record of using Social Media to achieve Campaign KPI’s Desirable :• Experience of supervising the work of other staff • Knowledge of key elements of Budget Management• Knowledge of how a membership organisation works Essential Skills and Attributes • Demonstrable commitment to PSC’s aims and objectives• Clear and demonstrable commitment to anti racism, equality and diversity • Good written and verbal communication skills • Ability to contribute to the development of strategic plans • Leadership skills with an ability to drive campaigns forward and support staff to achieve high standards of performance  |

PSC is an equal opportunities employer; we welcome applications from all suitably qualified persons regardless of their race, sex, disability, religion/belief, sexual orientation or age