



August 2019

Dear Candidate,

DEPUTY DIRECTOR, End Violence Against Women Coalition

Thank you for your interest in the post of Deputy Director at EVAW. In this pack you will find:

- A Job Description and Person Specification
- A request to fill in our Equalities Monitoring Form if you make an application (which you need to download separately from the Jobs section of our website)

Please send your **CV and a covering letter**, addressing how you meet the requirements in the person specification, together with the equalities monitoring form, to us **by 12pm on Friday 4 October**.

Applications should be sent to rosie.parratt@evaw.org.uk. Please enter '**DEPUTY DIRECTOR**' in the subject box. We are only able to consider applicants who have the right to work in the UK.

Interviews will be held week commencing Monday 4 November in central London.

This is a full time post but we will consider applications for four days per week (at 80% pro rata). We positively welcome discussions for proposals for flexible working. Some out of hours work may be required.

If you have any questions about the role please contact us, telephone: 020 3735 8219.

Yours sincerely,

Sarah Green
Director, End Violence Against Women Coalition

DEPUTY DIRECTOR, EVAW COALITION

Full-time, 5 days per week (4 days/week or other Flex proposals will be considered)

Salary: £42,000 (incl ILW) (This is a minimum and the organisation is currently undertaking a salary review.)

Other benefits: Pension scheme (8% employer contribution), train/bike loan, centrally located office (close to Vauxhall/Westminster), flexible working arrangements will be considered

Reports to: EVAW Director

Line management responsibilities: Share line management of small campaigns team with Director

Occasional UK wide travel, including some overnight travel, required

ABOUT THE END VIOLENCE AGAINST WOMEN COALITION

The End Violence Against Women Coalition (EVAW) is a UK-wide coalition of women's organisations and supporters working to end all forms of violence against women and girls.

Gender based violence is not inevitable and good public policy and practice can and should address it. But it has to be a priority. Over the last few decades the women's movement in the UK set up the first refuges, Rape Crisis helplines and BME women's groups to provide support and to challenge deep cultural ideas about the acceptability of violence in intimate relationships and men's entitlement to control women. These organisations have always campaigned for change as well as providing support and protection.

In 2005 women's groups from across the UK set up the End Violence Against Women Coalition to try and address the ongoing marginalisation of forms of abuse beyond domestic violence, and the persistent failure to try and prevent violence against women and girls in the first place. EVAW members include frontline support services as well as researchers, lawyers and activists. We aim to bring EVAW members' key concerns and knowledge about what is happening in women's lives to Government, in a sector which is predominantly service provision. EVAW's policy and campaigning priorities come from our members.

Current priorities for EVAW include: campaigning for justice and real social change in response to sexual violence and harassment; influencing work towards change in education policy so that schools are safe and equal for all girls; and campaigning to protect independent women-led support services.

The new Deputy Director will work closely with EVAW's Director and Board to lead the organisation. The Deputy Director will share responsibility for external campaign strategy and outputs, and internal organisational development. This means helping to manage a small team of campaigning professionals, and supervision of finance, fundraising, HR and office management functions.

EVAW is keen to attract a wide and diverse range of candidates for this post, and is committed to retention, development and good succession planning. As such EVAW strongly encourages those who might be interested in this post – whether you have strong campaigning experience with less organisational management experience, or vice versa - to get in touch and discuss the role and how it could work before the closing date.

JOB DESCRIPTION

Overall purpose: To help lead this small but strong and effective campaigning organisation, improving EVAW's reach, impact and sustainability.

KEY ROLES AND RESPONSIBILITIES:

1. Organisational strategy and planning

- Deputise for the Director across all internal and external functions
- Contribute to the organisational strategy and development
- Set and manage the organisation's budget accordingly
- Help improve EVAW's monitoring and evaluation systems
- Bring clear and strong values and analysis of VAWG and intersecting inequalities to EVAW's work

2. External campaigns strategy and key spokesperson role

- Significant input into campaigns strategy, planning and response
- Be briefed across all core campaign areas
- Develop relationships with EVAW members and become familiar with their work
- Act as a media spokesperson across all EVAW campaign areas and share media on call duties (taking media phone outside office hours one week in four)
- Develop and maintain sets of key external relationships (eg media, lawyers, partners)

3. Internal organisational development and operations management

- Lead finance management
- Share responsibility for HR systems and line management of staff team
- Share responsibility for fundraising including new bids and funder reports
- Support core governance work including ensuring EVAW has all appropriate internal policies and good practice in place

4. General participation in delivery and development at EAW

- Attend team meetings
- Engage in supervision & appraisal process
- Contribute to EAW staff development
- Identify own development needs

PERSON SPECIFICATION

These qualities will be assessed in your written application and at interview stage, if shortlisted, where there may also be a short written test or a pre-prepared presentation (which you will be notified of when given news you have been shortlisted).

Essential

1. Strong knowledge of the different forms of VAWG and intersecting inequalities
2. Knowledge of and commitment to the organisations and activism which have arisen to challenge VAWG
3. Experience of working in a VAWG organization
4. A sound understanding of how violence against women and girls is deeply connected to women's inequality; and a clear understanding of how BME women, disabled women, younger women and girls, and LBT women's experience of VAWG is specific and can feature greater barriers to accessing support and justice
5. A clear commitment to anti-discriminatory practice and behavior
6. Experience of proactive relationship and contact development, and of building networks
7. Significant campaign strategy development and delivery experience

8. Strong political analysis and understanding of how policy makers currently perceive VAWG, and ideas of how to shape this
9. Significant media experience, and a strong analysis of how media works, how the mainstream media currently frames VAWG and the opportunities for challenging VAWG through digital media
10. Understanding of current local and national politics and policy in relation to VAWG
11. Line management experience and good knowledge of employment law and common HR practices
12. Financial management experience, and ability to set and manage project budgets
13. Fundraising and funder reporting experience
14. Strong appreciation of what constitutes good charity governance and experience related to this
15. Ability to work sensitively and ethically with survivors of violence
16. High degree of self-motivation, ability to work independently, ability to meet tight deadlines and work under pressure in a small team
17. Excellent oral and written communications skills
18. Willingness to travel

Desirable

1. Knowledge and views on effective monitoring and evaluation methods for campaigning work
2. Media, political and other useful contacts
3. Media experience; public speaking experience
4. Experience in using social media in a policy and campaigns context.

Thank you again for your interest in working for EVAW, and please do not forget to fill in and return the Equalities Monitoring Form, which is available to download from the Jobs section of our website alongside this job pack. This form will be separated from your application and used only for monitoring purposes.

ENDS