



Liverpool Pride:

Volunteer Coordinator

Find Your Pride Action!

Liverpool Pride is seeking to appoint a freelance Volunteer Coordinator to run the Find Your Pride Action! Programme, helping young people between the ages of 18 – 25 to develop skills and experience through volunteering. The programme is aimed at LGBTQ+ young people and their friends across the Liverpool City Region and will involve working with partner organisations to set up a series of workshops focussed on helping to produce Liverpool Pride's 2018 festival and set up long term participation in a youth advisory board.

The successful candidate will have youth work experience and have an understanding of the particular pressures on young LGBTQ+ people. The programme is funded by the Youth Social Action Fund through the Merseyside Community Foundation

We believe that diversity strengthens and enriches everyone, and that it is the responsibility of everyone involved with Liverpool Pride to make the cultural and voluntary sector a more diverse and equal place. As Black, Asian and minority ethnic (BAME), Trans* and disabled people are currently under-represented with us, we particularly encourage and welcome applications from BAME, Trans* and disabled applicants. All appointments will be made on merit.

Application:

Apply by email with a full CV and covering letter no later than 12noon on Wednesday March 14th to:

Lucy Day, Chair: lucy.day@liverpoolpride.co.uk

Interviews will take place week commencing 19 March in central Liverpool. Interview expenses cannot be refunded.

More about Liverpool Pride

Liverpool Pride is a volunteer-led charity that campaigns against homophobia and transphobia across Liverpool City Region, with events throughout the year and a large-scale two-day annual Festival at the end of July.

In 2017, our weekend Festival attracted 50,000 attendees from across Liverpool City Region and beyond. You can read more about our history at www.liverpoolpride.co.uk

Fee: £4680 (equivalent of £12 per hour for an average of 15 hours per week) contract runs from April 3rd to August 31st 2018. We expect longer attendance for the week commencing 23 July, our Festival week, when we will need you to be available for more hours including Saturday 28th and Sunday 29th July.

It is expected that much of this activity will take place during evenings and weekends. Employed on a self-employed, freelance basis.

Duties and Responsibilities:

- To lead, coordinate and project manage Find Your Pride Action! aimed at introducing young LGBTQ+ people aged 18 – 25 years to volunteering and social action
- Creating participatory events for young people including both training and creative workshop events
- To enable participants to create their own events
- To liaise with local LGBTQ+ youth provision organisations to recruit young people across the Liverpool City Region i.e.: Liverpool, Wirral, Sefton, Knowsley, St Helens & Halton
- To develop robust feedback systems for all volunteers, partner organisations and other stakeholders and use this information to provide a detailed review and recommendations for future volunteer programmes
- To take a lead role in the production of promotional events materials
- To ensure safeguarding of young people and vulnerable adults at all times
- Must undergo a satisfactory DBS check
- Must safeguard confidential data according to General Data Protection Regulations
- To support participants to create events as part of the LP programme ie events at the TATE Exchange residence
- to ensure that the participants themselves understand the need for them to document their activities and they will be encouraged to do this in different creative ways:
- To adhere to the principles set out <http://www.iwill.org.uk/about-us/principles/>
- To set up the start of a Liverpool Pride Youth Advisory Board including young people from across the region

ESSENTIAL

	Requirements	Evidence
Qualifications/Experience	Educated to degree level (or equivalent) with Youth work experience in an arts setting	Application/Interview
Experience	Previous Charity work experience, especially monitoring and reporting	Application/Interview
	Creating participatory events	Application/Interview
	Administration experience	Application/Interview
	Flexible – working evening and weekends, and extra availability in June & July	Application/Interview
	Time management	Application/Interview
	Knowledge of the issues affecting young LGBT+ people and awareness of local LGBT+ experiences	Application/Interview
	Experience of good Safeguarding practice towards young people and vulnerable Adults	Application/Interview
	A strong commitment to putting young people first in the design and delivery of the project	Application/Interview
	Ability to overcome challenges and barriers to increase and improve programmes with young people within limited resources	Application/Interview
Communication	Excellent writing and verbal skills	Application/Interview
	Social Media Knowledge and ability	Application/Interview
Personal Qualities	Open and outgoing	Interview
	Caring and supportive	Interview
	Organised and efficient	Interview
Flexibility	Must be able to work evening and weekend events. Liverpool Pride takes place on the weekend on 28/29 July 2018 and we expect extended hours be required around that time	Interview

DESIRABLE BUT NOT ESSENTIAL

Factors	Requirements	Evidence
Qualifications	A Recognised qualification in Youth & Community work	Application
	Driving licence and own car	Application