



JOB DESCRIPTION

Organiser in Training

REPORTS TO: Team Leader/Senior Organiser or as designated by the Director of Organising and Leverage.

UNITE SALARY: £31,556 (ROI €39,970) per annum + £2,304 (ROI €2,818) per annum unsocial hours' payment (non-pensionable). London Allowance: £4,358 for those whose office base is inside the M25.

MAIN PURPOSE OF THE JOB: To organise, recruit and defend workers by engaging, identifying leaders, building collective sustainable union organisation in the workplace, and motivating workers to take action in line with Unite's Organising and Leverage Strategy.

MAIN DUTIES & RESPONSIBILITIES *(This job description is not a complete listing of all duties but contains the key elements of the role).*

- Carrying out the key responsibilities to build union collectives by recruiting and organising workers
- Strategically Plan and execute organising campaigns & multifaceted growth campaigns
- To deliver on the identified and monitored campaign targets
- To assist in the delivery of Unite's Broad Industrial Strategy including delivery of Strike Ready workplaces.
- To assist in the delivery of leverage campaigns as directed by the Department
- Reporting to the Senior Organiser and Team Leader or the appropriate designated person
- Will undergo training monitoring and assessment
- Working as part of a team, under the direct management of the Team Leader on delivering national and regional campaigns
- Work flexibly to meet the needs of the union and its organising opportunities
- Visit workplaces as necessary; liaise with activists, stewards, officers and staff
- Assisting in delivering training when appropriate as part of organising campaigns
- Run and action appropriate campaign planning sessions
- Develop specific campaign material
- Work within an equal opportunities framework at all times and recognise the importance of this to union organising
- Maintain up to date records of campaigns, including workplace maps
- Undertake driving duties



PERSON SPECIFICATION

Job Title: Organiser in Training

Please Note: Short listing for interview will be determined on which candidates can demonstrate on their application form that they best meet the criteria below and in the job description. Candidates will need to give strong evidence in all sections.

Personal qualities

- able to plan multifaceted growth campaigns
- able to take a strategic approach to campaigns
- able to deliver on targets
- positive problem solving attitude
- able to engage recruit and organise workers
- remain positive in the face of difficulties and setbacks
- flexible and imaginative approach to resolution of issues
- able to develop new and imaginative ideas
- able to handle conflict, pressure and competing priorities
- able to work alone and in teams
- self-motivated and able to motivate others

Experience Required

- current or previous industrial experience in representing workers collectively
- experience/involvement in recruiting and organising workers / activists

Knowledge

- a core understanding of how unions win by building a collective
- knowledge of Unite strategy for growth including the broad industrial strategy
- knowledge of employment, union and world of work
- understanding of equality issues
- knowledge of MS Office and using the Internet is desirable
- an understanding of the concept of strike ready workplaces

Skills

- excellent communication skills and interpersonal skills, able to motivate and influence a wide variety of people
- personal, organisational and time management skills
- able to plan and carry out ideas, with awareness of constraints such as time, cost and practicability

Interests

- understanding and knowledge of the aims and values of Unite and trade unions generally

Circumstances

- able to work unsociable hours and stay overnight away from home when required
- able to travel to attend workplaces and training
- in possession of a full driving licence