

## JOB DESCRIPTION AND PERSON SPECIFICATION

**Job title:** COP26 Coalition Mobilisation Officer

**Contract:** 9 months Fixed Term (April 2021-December 2021)

**Reporting to:** COP26 Coalition Coordinator (Glasgow)

**Salary:** £30,582 per annum

**Holidays:** 28 days annual leave plus 11 days statutory holidays pro rata.

**Hours:** Full-time (35 hours per week). This post will require some work out of office hours, including evenings and weekends, for which time off in lieu will be granted. There will be no payment of overtime.

**Location:** Glasgow. (homeworking currently due to Covid-19 and in line with government guidance).

**Responsible for:** Volunteers

**Other:** Friends of the Earth Scotland operates a Company Pension Plan with NEST. FoES pension benefits exceed the statutory minimum. We are open to secondments for this post.

**Deadline for receipt of applications:** 09:00 Monday 22nd March 2021

**Interviews:** 30th March and 1st April 2021

### COP26 Coalition

From 1-12 November 2021, the UN climate talks (COP26) will take place in Glasgow. The COP26 Coalition is a broad UK-wide coalition of representatives from NGOs, faith groups, trade unions, direct action groups, student and youth, migrant and racial justice, grassroots and international climate justice networks, set up to coordinate activities around this crucial summit.

The Coalition will be the vehicle by which civil society plan together, share resources and learning, and organise a mass mobilisation and Peoples' counter-summit during the COP. It has the potential to support the transformation of the climate movement in the UK, to a stronger, more climate-justice centred movement long after COP26 is over.

The aims of the COP26 Coalition are to:

- Organise around COP26 in a **transformative, climate justice-centred way**, that creates space for hope and is **inclusive and accountable** to the full breadth of civil society and international climate movements
- Use COP26 as a moment to strengthen the Scottish, UK and International climate justice movements to **build power for system change** - before, during and after the COP.
- Enable civil society to use COP26 as leverage for making gains at the domestic level that **advance climate justice, and ensure best outcome** possible from the COP itself.

### This post is hosted by Friends of the Earth Scotland

Friends of the Earth Scotland campaigns for a world where everyone can enjoy a healthy environment and a fair share of the earth's resources. Climate change is the greatest threat to this aim, which is why we're calling for a Just Transition to a 100% renewable, nuclear-free, zero-fossil-fuel Scotland. We are part of Friends of the Earth International - the world's largest grassroots environmental network, uniting 75 national member groups, over 2 million members and 5,000 local activist groups around the world.

### The Purpose of this Role

The COP26 Coalition has secured funding to employ a Mobilisation Officer based in Glasgow. This is an exciting opportunity to work with diverse organisations, networks and movements across Scotland, the UK and internationally in creating a series of mobilisations

on the 'road to COP', culminating with a global day of action and 'Peoples' Counter Summit' in November 2021.

Initially working remotely, you will be based in Glasgow and hosted by Friends of the Earth Scotland, with a Digital Engagement Officer based in London, hosted by War on Want. The Mass Mobilisation Officer and the Communications and Digital Engagement Officer will work closely to ensure a co-ordinated and successful delivery of mobilisation moments in the lead-up to COP26.

The post-holder will work with and alongside other key stakeholders such as NGOs, faith groups, trade unions, direct action groups, student and youth, migrant and racial justice, grassroots and international climate justice networks to ensure that popular mobilisations in response to the post COVID-19 economic crisis both integrate and centre climate demands, and anchor a 'movement of movements' approach.

As this is a UK Government hosted COP taking place in the devolved administration of Scotland, there is an unusual context to these talks. In planning and preparing for the global day of action and Peoples' Summit in November 2021, there will be cross-border political and civil society dynamics to consider, in addition to the repercussions of the Coronavirus pandemic.

### **Job Description**

The post-holder will need to be an excellent networker, highly organised, with a strong track record of mobilising large numbers of people and delivering large-scale events, both in person and online. Reporting to the Coalition's Glasgow Coordinator, also hosted by FoES, the role will work closely with Coalition Working Groups, in particular the Mobilisation, and Glasgow Local Working Groups, to deliver the agreed activities of the Coalition.

This is an exciting opportunity for a talented organiser to play a key role in the planning and implementation of the Coalitions mobilisation and engagement strategy, both digital and in person, to mobilise existing and new audiences, in support of the demands of the international climate justice movement.

### **Key Tasks and Responsibilities**

Working with the COP26 Coordinators, and the Digital Engagement Officer, the Mass Mobilisation Officer will:

- Work with the COP26 Coalition's Mobilisation Working Group to plan and deliver a series of impactful popular online and in person, mobilisations as part of the 'road to COP26' that reflect political demands of the international climate justice movement
- Help establish decentralised coordination hubs around the UK to participate in the global days of action on the road to COP26
- Facilitate the coordination, and effective functioning of the Mobilisation Working Group, liaising with the overall Co-ordinating Committee of the UK COP26 Coalition.
- Ensure that decisions of the Coalition are acted on and that deadlines are met and outputs are delivered
- Liaise with the Glasgow Local Working Group and local communities in Glasgow to enable fully engaged and empowered participation locally
- Support wide ranging communication and promotion of the Coalition's activities

- Act as main point of contact for the global day of action, and the series of popular mobilisations building towards COP26, for Coalition members and other key stakeholders
- Work with the COP26 Coalition's Communications Working Group to raise the profile of the mobilisations and also ensure that the global day of action communicates the key messages, demands etc. of the Coalition
- Support the Fundraising Working Group to secure additional funds required to deliver a safe, family-friendly, inclusive global day of action in November 2021
- Manage the Mobilisation budget and assist in reporting to funders
- Conduct a thorough Risk Assessment of all plans relating to online and in person mobilisations in the run up to and during COP26
- Liaise with relevant public bodies to support local groups planning activities, including ensuring strong communication with Police Scotland, Glasgow City Council and other bodies on e.g. logistics, routing and security
- Book and liaise with contractors for the delivery of mobilisations in the run up to and at COP26
- Recruit, train and manage volunteers as needed
- Engage effectively with groups and networks under-represented in mainstream climate and environmental movements, such as migrant and ethnic minority groups and those representing poor and working class communities.
- Work to the principles of the COP26 Coalition and to support the wider aims of the COP26 Coalition as required.
- Travel within the UK as required, with occasional out of hours work (for which time off in lieu will be granted).
- All other duties as required by the COP26 Coalition Coordination Committee commensurate with the post.

## **Person Specification**

### **Significant, demonstrable and relevant experience including the following:**

- Developing and implementing large-scale in person and online mobilisation strategies
- Planning, managing and delivering large-scale events including conducting risk assessments
- Decentralised and local organising
- Working collaboratively in a team
- Managing volunteers
- Managing finances & budgets
- Facilitation & collective decision-making processes
- Working within coalitions or networks
- Working with frontline communities and marginalised groups
- Working in a busy campaigns or organising role

### **Skills:**

- Excellent logistical and organisational skills, and ability to work to tight deadlines
- Excellent written and oral communication skills, ability to present to diverse audiences
- Strong IT skills and digital fluency
- Highly organised, able to manage competing priorities and meet tight deadlines

### **Knowledge:**

- Understanding of and demonstrable commitment to climate justice
- Familiarity with Glasgow, the place and its culture, would be an advantage

**Personal attributes:**

- Innovative and imaginative in solving problems
- Naturally collaborative and a team player – ability to make and maintain effective contacts and relationships and build trust amongst different actors

**Equal Opportunities**

The COP26 Coalition would particularly like to encourage applications from people of colour / black or brown people and people most impacted by climate change or impacted by other kinds of environmental, social, and economic injustice who are currently under-represented in the climate and environmental movements in the UK. The successful candidate will be selected on the basis of how well they fit the person specification, as judged by their application and interview. Where two or more candidates are judged to be of equal merit, priority may be given to a BAME or migrant candidate as these groups are currently under-represented in the climate and environmental movements in the UK.

We are unable to arrange work permits for applicants without the right to work in the UK.