



DEPUTY DIRECTOR (EXTERNAL RELATIONS) APPOINTMENT

Candidate Brief

December 2021

WOMEN FOR REFUGEE WOMEN



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WELCOME



Thank you for your interest in Women for Refugee Women.

Women for Refugee Women is an organisation committed to challenging the injustices experienced by women who have sought asylum in the UK. We create opportunities for refugee and asylum-seeking women to build their confidence and skills in order to advocate for change and speak out on their own terms.

Over the course of the pandemic we have continued to enable asylum-seeking and refugee women in London to access activities, advice and mental health support. We have partnerships with groups across England and Wales, and have continued to campaign against immigration detention, enforced destitution, and for a fairer asylum system.

We are in the process of finalising the review of our strategic plan for the next three years, and having weathered the worst of the pandemic we will be seeking to increase our reach and influence to help build a fairer and more caring society that can welcome and support refugee women and help them to build a new life free from danger.

As Deputy Director (External Relations) you will work closely with the Director and lead our external affairs portfolio with a focus on leading the advocacy, campaigning and communications team at a time when a new immigration Bill risks making it even harder for women seeking asylum in UK to find safety and be heard.



Not only will you be joining an amazing team of staff and volunteers at a time when the charity continues to thrive but this is a great opportunity for someone to build on our successes to date. Additionally, while we will have our high level strategy in place before you join us, you will have the opportunity to help plan the strategy implementation which will include staff structure, identification of priorities, and then managing and implementing those plans. Exciting times!

We believe passionately in women using their lived experience to lead social change and particularly welcome applications from women with a refugee background and personal experience of the issues we are tackling.

If you think you could be the new Deputy Director (External Relations) for Women for Refugee Women's advocacy, campaigning, and communications work, please get in touch. I look forward to receiving your application.

Alphonsine Kabagabo
Director



INTRODUCING WOMEN FOR REFUGEE WOMEN

Women for Refugee Women is a dynamic charity that was founded in 2007 to support and champion women who have sought asylum in the UK.

Women for Refugee Women operates in a challenging area. We work alongside women who have lived through extreme trauma, and are trying to create change at a time when the political environment is increasingly resistant. But we are always eager to move forwards and to find ways to support one another, and the women in the network, to build a fairer world for women who have sought asylum.

We have an overarching vision that women who seek asylum in the UK should be able to live safely and with freedom to make their own choices. We currently work in three main ways:

Empower

activities that enable women who have sought asylum to connect and build their confidence and skills

Influence

women who have sought asylum to communicate their own stories to wide audiences

Change

for policy change and a fairer asylum process

The organisation is energetic and also stable, with an experienced Board of Trustees, a skilled staff team, a good level of reserves in an endowment fund, as well as positive relationships with funders and donors, which all provide a great foundation for our future development.

Above all, Women for Refugee Women enjoys a high reputation because of our commitment to centring the women we work alongside, and creating opportunities for them to tell their own stories and campaign for changes they want to see.



There are over 300 refugee women on our register who are able to access support and join activities to build their confidence and skills, including advice sessions, English classes, drama, LGBT+ support and storytelling courses.

Before the pandemic, the activities were delivered face-to-face through a weekly drop in and classes, and these are now being delivered remotely. Although this has been challenging, our energetic response to the new situation, including new investment in areas such as mental health support and digital inclusion, has made it possible for women seeking asylum to continue to engage positively with our work.

Women for Refugee Women also works in partnership with other organisations throughout the UK, particularly in Manchester, Birmingham, Coventry and Liverpool, in order to support refugee women's advocacy more widely.

Women for Refugee Women works for change in two vital areas:

Set Her Free

From 2014, Women for Refugee Women has led the Set Her Free campaign against the detention of women. This campaign has seen the publication of influential reports which have uncovered the true nature of detention for women in the UK and led to genuine reforms in policy and practice. Indeed, since the start of campaign the number of women in detention has reduced by over two-thirds.



The Set Her Free campaign has made space for the leadership and creativity of women who have experience of detention, and has been supported by many influential figures including MPs and Peers, actors, musicians, writers and lawyers.

Sisters Not Strangers

The charity also works in coalition with seven groups across the UK as part of Sisters Not Strangers. The coalition challenges asylum policies and practices that harm women seeking asylum. It was launched in February 2020 with the publication of an important report, 'Will I Ever Be Safe?', and a conference in Birmingham attended by over 250 refugee women and supporters. The Sisters Not Strangers coalition also published a second report in July 2020, which enabled many women to speak about their experiences during the pandemic. This coalition aims to build an effective nationwide movement led by and for women seeking asylum in the UK.

For more information

Visit the [Women for Refugee Women website](#) to find out more about what we do and who we are.

Download [Our year 2020 – 2021](#), which will bring you up to date with our recent work and our achievements.

Download our latest [Annual Report](#).



CONTEXT FOR THE APPOINTMENT

From 2007 Women for Refugee Women was led by its founder, Natasha Walter, until Alphonsine Kabagabo was appointed as Director to lead the charity in the next phase of its development, in January 2021.

Initially Natasha continued to be involved in the charity but she has now decided to step away completely from the organisation to concentrate on her writing.

As we seek to grow and increase our influence, the management of our external relations in support of our campaigning and advocacy work will be key to achieving our ambitions for the women we work with and represent. We are looking for someone who can help nurture the charity's relationships with key partners and stakeholders to underpin our dynamic programme of campaigning, advocacy and communications, to make tangible differences for women seeking asylum in the UK.





WHO WE ARE SEEKING – OUR PERSON SPECIFICATION AND SELECTION CRITERIA

Who you are, your values, your experience and your commitment to our mission is what we are interested in first and foremost.

Your Values and Principles

- Demonstrable commitment and understanding of human rights and women's rights, and in particular the rights of women seeking asylum to live in safety without the threat of persecution.
- A strong commitment to enabling women who have sought asylum to speak for themselves and to developing opportunities for them to communicate their own experiences.
- A strong commitment to anti-racism, intersectional feminism and social justice.

Your Approach

- Collaborative – commitment to working with the team, the women in our network, Trustees, partners and wider stakeholders.
- Empowering – building the skills and confidence among refugee women to develop their own advocacy, and involving them as equals at every level of WRW's work.
- Pragmatic – never losing sight of the need to make tangible differences and to work to improve the existing situations for refugee women.
- Confident – leading an organisation in a challenging policy area with confidence and holding a vision of radical change.

Essential experience

- Professional experience of managing external relations and strategic partnerships in campaigning and advocacy.
- Experience of devising and implementing demonstrably effective communications strategies.



- Experience of networking and building partnerships with influencers, policy makers, and key stakeholders.
- Experience of managing relationships with representatives in traditional and digital media; being a media spokesperson and communicating with a diverse range of audiences.
- Experience of helping to create change on social justice issues.
- Demonstrable experience at a senior level in an organisation, including leading and managing a team, and understanding of what it takes to maintain and build a healthy and happy organisation.
- Business planning and strategy development.
- Experience of monitoring and evaluation the impact of campaigning, advocacy and communications initiatives.

Desirable experience

- Professional experience of working with women who have sought asylum and/or survived gender-based violence.
- Lived experience of seeking asylum and using that experience to campaign for change or support others.
- Contributing to the implementation of fundraising or income generating strategies.



WHAT WE WANT YOU TO DO – OUR DESCRIPTION OF THE ROLE AND RESPONSIBILITIES

Job title:	Deputy Director (External Relations)
Salary:	£45,000 – £50,000
Contract:	Full-time, permanent (flexible and part-time working considered)
Hours:	35 hours per week (applications for job-share considered)
Location:	52 Featherstone St, Old Street, London EC1Y 8RT (with the flexibility to work from home by agreement)
Accountable to:	Director
Responsible for:	Communications Manager, Policy and Advocacy Coordinator (Destitution), Policy and Research Coordinator (Detention)

Main purpose of the role

To contribute to the overall strategic and operational leadership of the organisation.

To have lead responsibility for the strategic development and management of Women for Refugee Women's external relations with partner organisations, influencers and policy makers to increase reach and impact of the charity's advocacy, campaigning and communications.

To deputise for the Director and to contribute to strategic and operational planning for the whole charity.



Key responsibilities

Strategy

- As part of the Senior Management Team (SMT) to contribute to the strategic and operational management of the charity.
- Alongside the Director, to devise and implement the new strategy as the charity embarks upon the next chapter of development.
- Ensure the work of the advocacy, campaigning and communications team is integrated into the charity's plans, and that there is effective communication at all levels between team members.
- As part of the SMT to contribute to the fundraising strategy and execution of activities by providing relevant information and findings for funders and key stakeholders.

External relations

- Work with the campaigning team and advocacy team to build up support among influential women and women's networks.
- To lead the development of the communications strategy in order to maintain strategic partnerships and coalitions, to ensure WRW can work well with various organisations, including in the migration and women's sectors, and to amplify our key messages throughout all of our activities.
- To protect and build on WRW's powerful reputation as a reliable voice and energetic advocate alongside refugee women.
- Working with the communication manager to skilfully communicate with diverse audiences, ensuring that the key messages and priorities of the organisation are well understood.



Campaigning, advocacy and policy

- To support the communication manager and advocacy team to ensure that refugee women's voices and experiences are heard by the public, media, policy-makers and Parliamentarians.
- In collaboration with the Director, the Board, and campaigning and advocacy team, to identify the strategic objectives for the campaigning and advocacy work undertaken in alignment with the charity's wider goals and business plan.
- To manage the agreed programme of planned campaigns and advocacy work designed to respect and champion the women that WRW works alongside and to increase the profile, reach and impact of the charity.

Line management

- Setting work objectives and managing the performance of direct reports using formal and informal practices.
- Day-to-day management of direct reports, ensuring they are motivated, supported and enabled to achieve their goals and work collaboratively as required to meet the needs of the charity.
- Supporting professional development and promoting a culture of learning.

Teamworking

- Deputising for the Director as and when delegated to.
- Championing the professional integrity of Women for Refugee Women in alignment with the charity's purpose, vision, mission and values.
- Holding collective responsibility for management decisions and organisation-wide developments.
- Providing support and cover for management of colleagues when required.

Finance

- Ensure this area of work has the resources it needs, by contributing to the setting of the annual budgets for research, advocacy, PR/comms and campaigning work, WRW events, and associated staffing and running costs, for approval by the Director and Trustees.



- Oversee and monitor expenditure in the relevant budget areas in close liaison with the Finance Executive:
 - Be responsible for decisions on relevant expenditure within those budget lines, as well as for approving the expenses of direct reports.
 - Contribute to raising additional funds during the year where required.

Monitoring, Evaluation and Learning

- To ensure that the effectiveness of the advocacy, campaigning and communications work is captured through robust monitoring and evaluation, and that learning is shared throughout the team, with the Board, funders and partners.

General

- To work effectively with the Director and Board of Trustees, ensuring that they have information to carry out their duties and to support WRW.
- To support and uphold the organisation's policies, including on safeguarding, confidentiality, data protection and equal opportunities, and to be aware of any changes in the external environment or legislation that would require the development of policies.
- To manage risk and to take advantage of opportunities as they arise.



HOW TO APPLY

Women for Refugee Women is committed to diversity and inclusion in its workforce. We seek to attract applications from the widest possible talent pool and to appoint on ability irrespective of race, religion, age, disability (including hidden disabilities), marital/civil partnership status, gender identity, or sexual orientation. We particularly welcome applications from candidates with lived experience of seeking asylum who can lead and influence change for the women we serve. Women for Refugee Women actively promotes a culture where people can be themselves, are valued for their strengths and are recognised for the contribution they make to the achievement of our mission.

Application

For an informal conversation about the role, please contact our recruitment partner, NFP Consulting:

Carroll Lloyd Director | NFP Consulting
07765 001 033 carroll.lloyd@nfpconsulting.co.uk



Applications can be made online at www.nfpconsulting.co.uk/deputydirector

We are happy to accept written applications in whatever format works best for you. Please contact us and tell us how you would prefer to apply for the role.

Closing date: Monday 17th January 2022



Selection process and timescales

Stage 1 – week beginning 24th January

First round of screening interviews conducted by NFP Consulting.

Stage 2 – week beginning 31st January

Formal panel interviews.

During the course of the selection process there will be the opportunity for candidates to meet with staff and other stakeholders. The format and the conduct of the selection process will need to take account of, and comply with, legal requirements and Government guidance for the containment of the spread of COVID-19.

Accessibility

Please let us know if you have any special requirements which we might need to consider in relation to the selection process, e.g. attending interview, completing any part of the selection process. Any requests will not be taken into account in the selection process.



Thank you!