

Campaigns Internship

STAR (Student Action for Refugees)



Role Title: Campaigns Intern
Supervised by: Student Network Coordinator
Location: STAR national office in Bethnal Green, London

Time: 3 days per week for 3 ½ months

Expenses: The role is unpaid. We will reimburse daily travel expenses up to £7.50 a day and lunch expenses up to £3 a day.

Start date: 1st September 2010

Purpose of Role: To coordinate STAR's national campaigning, in particular the 'Equal Access' campaign to improve access to higher education for refugees and asylum seekers.

Context: STAR is a national network of student groups working to improve the lives of refugees in the UK by promoting positive images of refugees, volunteering for local refugee projects, and campaigning for better conditions for refugees. The STAR national team works with groups to provide training, resources and advice to enable the network to achieve the maximum possible impact for refugees.

Main responsibilities

Equal Access campaign

- To offer information and advice for STAR student members on campaigns when required, either by phone, email or meetings
- To work with our campaign partners, including attending the Higher Education Working Group
- To collect and share information of local STAR group campaigning
- To help link student groups with local student and refugee organisations supporting the campaign
- To update and develop materials for STAR groups to use for planning their local actions
- To develop content for the 'Equal Access' webpage on the STAR website
- Assist groups in finding suitable speakers, creating posters, etc, for the campaign

Other

- To support the National Team to promote national campaign actions
- To attend national campaigns meetings with partners if required
- To provide general office-based assistance for other STAR activities and projects

Person Specification

Relevant skills, experience and personal characteristics:

Essential

- Commitment to the aims of STAR
- Understanding of the issues faced by refugees and asylum seekers in the UK
- Good written and verbal communication skills with proven ability to present complex information to different target audiences
- Familiarity with campaigning, preferably in a student context
- Ability to motivate young people
- Proven ability to build positive relationships with a wide range of people
- Good planning and organisational skills with an ability to meet deadlines
- Good computer skills, including experience with Microsoft Office
- Ability to use initiative to complete tasks independently
- Flexible approach to role and able to work well in a small team

Desirable

- Understanding and experience of working with student organisations
- Experience of running a campaign in a paid or voluntary capacity
- Proven ability to write engaging publicity materials

Special Requirements

- Willingness to work some evenings or weekends if required
- Willingness to travel outside London if required

We particularly encourage applications from individuals with refugee backgrounds.

Application Procedure

Please download the application form from www.star-network.org.uk. Applications will be accepted by e-mail or post. Only application forms will be considered, CVs will not be accepted. If you do not have access to the internet please contact the STAR office for an application form.

Email: volunteering@star-network.org.uk

Post: STAR, Oxford House, Derbyshire Street, Bethnal Green, London E2 6HG

Closing date for applications: 12pm on Wednesday 18th August 2010

Interviews: Wednesday 25th August 2010

If you have any questions, or would like to find out more about the role, then please contact Emily on 020 7729 8880 (ext. 206) or volunteering@star-network.org.uk