

Campaigns Assistant Internship

STAR (Student Action for Refugees)



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

Time: 3 days per week for 3 months

Expenses: The role is unpaid. We will reimburse daily travel expenses up to £7.50 a day and lunch expenses up to £4 a day.

Start date: 20th January 2012 (ideally)

Purpose of Role: To help coordinate national STAR campaigns, including a national week of action in support of the Still Human Still Here campaign, to end the destitution of asylum seekers, in late February 2012

Context: STAR is the 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

Organise STAR Action Week

- Communicate with student members by phone, email and occasional meetings
- Record, monitor and share STAR group plans for Action Week
- Link STAR groups with local refugee organisations supporting the Still Human Still Here campaign (<http://stillhumanstillhere.wordpress.com/>)
- Help produce a Campaign Action Pack for STAR groups
- Conduct a short evaluation of Action Week

Assisting national campaigns

To support the Student Network Coordinator to:

- Keep up to date with our partners on campaigning for Equal Access, Right to Work, and End Child Detention
- Record STAR campaigning activities
- Conduct research on statistics and policy when necessary
- Update and develop materials, including online

Other

- 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
- Excellent communication skills
- Proven ability to build positive relationships with a wide range of people and motivate young people
- Familiarity with campaigning, preferably in a student context
- Ability to use initiative to complete tasks independently
- Good planning and organisational skills with an ability to meet deadlines
- Flexible approach to role and able to work well in a small team

Desirable

- Experience of running a campaign in a paid or voluntary capacity
- Understanding and experience of working with student organisations

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: students@star-network.org.uk

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

Closing date for applications: 12pm on Monday 9th January 2012

Interviews: Friday 13th January 2012

If you have any questions, or would like to find out more about the role, then please contact Emily or Jenny on 020 7729 8880