

Role Profile

Role title:	Head of Student Mobilisation (When we went out to recruit, we changed the name of this role to Head of Student Campaigns to attract a wider pool of candidates.)
Salary:	£36,301 - £40,560 per year
Full/Part Time:	Full-Time
Contract term:	Permanent
Accountable to:	Associate Director Student Influence
Accountable for:	Senior Democracy Coordinator 4 x Community Organisers (studying staff working part time)
Hours:	35 Hours per Week
Location:	Hybrid: Usually located at the main Students' Union Building (4 days a week) with an option to work some hours remotely
Eligibility:	Open to applicants with relevant skills and experience who are eligible to work in the UK
Benefits:	We offer a great range of benefits. You can see them here .

Our Organisation

We are Manchester Students' Union, the biggest SU in the country, supporting over 47,000 students throughout their time at university. We help to make student life the best it can be by supporting students to campaign for change, creating opportunities to meet new people, providing employment opportunities, providing advice and support and being a safe place on campus.

We are a values-centred organisation that employs around 90 permanent, full-time members of staff. We recruit a wide range of roles throughout the year within all our departments from our Commercial team operating Manchester Academy Venues, 13 Media, Bar 532 & Kitchen and Corridor Coffee to our Student Activities, Student Engagement, Marketing and Communications, Finance, HR and Facilities teams. Our team of around 400 part-time, studying staff are instrumental in providing to support to all departments as well as leading major projects like Student Angels. When you join UMSU, you'll be immersed in an environment that empowers staff to make great things happen and we're always on the lookout for innovative, passionate, and proactive people to join us.

Our staff team is led by our senior leadership team who are instrumental in driving our strategy at UMSU. It's made up of our CEO, COO and 3 Directors. We are governed by our trustees and Exec Officers, you can find out more about that [here](#). All our permanent, full-time roles are graded (Grade A-E) which means that there is a clear path to your development and progression whilst at UMSU.

Our Organisational Values

Our values are really important to us and shape the work that we do every day. As part of our recruitment process, we want you to demonstrate how your experiences, behaviours and skills align with our values.

Our values are

- We put students at the heart of what we do
- We provide a 'great experience' service
- We believe in improvement and progression
- We are a community
- We are open and transparent
- We are inclusive

You can find more detailed explanations of our values on [our website](#).

Role Overview

Our context provides a unique and exciting challenge. We are led by a changing political leadership (Exec officer team) every year. We work on a broad range of issues, from housing to transport, from nighttime safety to academic assessment practices, from harm reduction approaches to drugs to decolonising education. We have varying levels of relationship and influence across the university, city and nationally. We are not a single-issue changemaking organisation. We are comfortable with a variety of change making approaches (sometimes multiple approaches deployed at the same time). Our members are diverse and have diverse needs. Our elected leadership have different priorities and different beliefs about which methods create effective change every year. In this context, the student influence team will find ways to create coherence between the things that students care about, the mandates of elected officials, the timings of decisions and discourse in the university/city/nationally and deploying different methods of achieving change. They do this in a way that serves the long-term interests of students and makes the most of short-term opportunities.

The Head of Student Mobilisation role will create a powerful and growing ecosystem of students, led by exec officers, to do changemaking work. They will manage the design, development and delivery of projects that build a stronger and more inclusive student movement at the University of Manchester using a mixture of community organising, mobilising, movement development and democratic engagement. They will do this in a way that aligns with the political approach of elected Executive Officers in any given year. Working closely with colleagues across the organisation and sector, you'll be putting student power behind the changes we seek in the academic and student experience.

To deliver this role well, all of UMSU's values are important. The ones that most closely align are; providing a 'great experience' service because we want to make it easy and rewarding for students to give their time to changemaking when time is scarce and the work is hard, messy and not always successful; and; we are open and transparent, because we must never create false narratives, or divert from the truth. We need to be open to different approaches and ways of thinking. We need to be able to kindle hope, resilience and joy while never losing sight of the fact that its getting harder and harder to be a student.

Key Result Areas

Responsible for	Contributor to
Develop and promote UMSU's movement building and organising methodology (its value, strategies, principles)	Rebuild trust in democratic process by guiding and overseeing the Senior

and practices), platforms and systems. Maintain continuous learning in relation to the latest developments in this field	Democracy Coordinator's proactive and informed engagement with students and effective collaboration with colleagues across the organisation.
Lead on movement building priorities (as defined by Executive Officers every year) and implementation, drawing on a range of techniques including lobbying, influencing, organising, mass & targeted action, and movement building. This will require close and collaborative working with multiple teams across the organisation.	Hitting a target of 30k students voting in Lead MCR (UMSUs annual student elections) by mobilising student communities to engage with elections and voting.
Design, initiate and manage projects that create a powerful ecosystem of students (100+ in 26/27, scaling up to 300+ by 2030), led by exec officers, to do changemaking work. Increase the depth and breadth of student participation in changemaking year on year. Ensure that marginalised and underserved student groups' influence and involvement is strengthened in the way this is developed (this includes and isn't limited to; students who are disabled, racialised, women, LGBTQ+, trans, international, commuters, part time, parents/carers)	Electoral organising across Greater Manchester in collaboration with the Associate Director and Greater Manchester Student Partnership.
Embed an operational planning and delivery approach that supports both planned and emergent work to be delivered at pace, to a good standard. Ensure the work of the team is managed well by planning, monitoring and evaluating project activity, ensuring progress towards the project outcomes are tracked and achieved. Ensure there is clear accountability and appropriate support across the team to deliver in this context.	
Manage relationships with key stakeholders, influencers, and decision makers in relation to movement development including students' unions, student activists, sector and civil society groups, change making infrastructure organisations such as NEON, ActBuildChange and others.	
Manage the development and delivery of movement building events, training and workshops. This may involve coaching Executive Officers and other student leaders to deliver this in a peer-to-peer way.	

Organisational Stewardship & Leadership Responsibilities

- You'll guide the work of the team, participating in the development of annual operating plans to support the achievement of strategic aims, holding teams accountable for delivery against these plans
- You'll contribute to the development and delivery of risk mitigating strategies as they relate to departments area of work
- You'll ensure all team are assisting in key students' union events throughout the year such as Welcome week and elections and proactively identify opportunities to support the officers in delivering their plans

- You'll lead teams acting as an exemplar of the Union behaviours ensuring all staff are given appropriate support in line with the Union management framework and teams are consistently held accountable for delivering against expected performance standards (both role performance and behaviours)
- You'll be accountable for the financial performance of area of responsibility taking prompt action where financial targets are at risk. Contribute to the forecasting & budgeting exercises in line with the organisational framework
- You'll own the policy as it relates to departmental activity, have good working knowledge of the Union policy and procedure framework as it relates to the team's function and ensure that all teams activities are conducted in line with this framework
- You'll proactively contribute to maintaining the communal spaces and ensuring whole team share responsibility for managing team stores and keeping areas clean and tidy

Person Specification

Criteria	Assessed at:			
	Application Form	Interview	Interview Task	All
Education				
We accept candidates from any educational background.				
Skills				
Organising and movement building - Evidence of using community organising and movement building skills in a work setting to achieve an outcome		x	x	
Multi-project management - Demonstrable evidence of managing multiple projects with competing demands in a change making context. Evidence of doing this from initiation and design to delivery and evaluation.	x	x		
Strong facilitation and engagement skills with beneficiaries and/or political leadership	x	x		
Political judgement – ability to balance different factors when making a decision, providing advice	x		x	
Creative thinking – great at thinking outside the box, coming up with new ideas and not being afraid to try different ways of doing things			x	
Communication – confident communicator, displays radical	x	x	x	

candour through giving and receiving feedback, uses data and knowledge to provide rationale for decision making. Is able to flex delivery depending on audience and type of communication (formal report, blog, presentation, committee space)				
Experience/Knowledge				
Embedding a project management approach - Experience of managing team delivery through project management platforms and systems.		x		
People management - Demonstrable experienced of people management, with evidence of driving performance, creating an empowering autonomous culture, exercising accountability and supporting diverse employee needs e.g. reasonable adjustments, parental leave	x	x		
Monitoring - Evidence of setting and meeting KPIs and targets, adapting projects in order to achieve them	x			
Theoretical grounding - Knowledgeable on theories and techniques for movement development and community organising			x	
Personal Attributes				
Political sensitivity and diplomacy	x	x	x	
Self-awareness - A clear understanding of own leadership style, preferences and developmental edges to do this job well		x		
Service approach - creating conditions for others to shine, and ability to influence without being the visible leader		x	x	
Influencing and handling conflict		x	x	
Persistence – able to deal with setbacks and failure and maintaining drive and focus	x			

Values & Behaviours				
Align with the SU's values and behaviours both personally and professionally	x	x	x	
Insight driven – Ability to analyse summarise and present complex data and proposals in an accessible form for the full-range of audiences	x			
Collaborative – great at working collaboratively within and across team boundaries, practices peer-to-peer accountability, seeks ways to ensure all voices are heard, works with colleagues to problem solve		x		
Active Bystander – continually seeks to dismantle barriers, ensures all working practises are accessible, seeks to ensure all voices are heard and factored in when making decisions	x	x		

Our Recruitment Process

The way that we recruit is designed to be fair, transparent, and inclusive as well as being an enjoyable experience for everyone involved. You should expect to receive great communication and a warm, welcoming experience.

Every member of staff is recruited the same way, by submitting an application form and attending an interview. We use a recruitment platform called StaffSavvy where you'll submit your application and book interviews, if successful.

Our process allows you to show us your authentic self, gives you a platform to display your skills and knowledge in relaxed and welcoming setting. We'll never put you under any necessary pressure on you, ask you trick questions or interrogate you in an interview and we'll support you all the way through our process.

You can find more information about our recruitment process on [our website](#).