

Jubilee Debt Campaign  
The Grayston Centre  
28 Charles Square

London N1 6HT

# Please return this form to: application@jubileedebt.org.uk

Closing date: **9am, Monday 13 July 2020**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Application Form** | | | | | | | | |
| Post applied for | | | | |  | | Where did you hear about this post? | |
| Digital Campaigner | | | | |  | |  | |
| What is your notice period? | | | | |  | | If successful, when could you start? | |
|  | | | | |  | |  | |
| **Personal details** | | | | |  | |  | |
| Title |  | First name(s) |  | Surname |  | | Address for correspondence | |
|  |  |  |  |  |  | |  | |
| Work telephone number | | | | |  | |
|  | | | | |  | |
| Home telephone number | | | | |  | |
|  | | | | |  | |
| Mobile telephone number | | | | |  | | E-mail address | |
|  | | | | |  | |  | |
| If we need to call you at work we will not identify who we are or why we are calling. – may we contact you at work? Yes/No | | | | | | | | |
| **References**  Please give details of two referees who have known you in a work context. One referee must be your line manager at your current/last employer. We will not contact your referees unless you are conditionally offered the post. | | | | | | | | |
| Name | | | | | |  | | Name |
|  | | | | | |  | |  |
| Position held and relationship to you | | | | | |  | | Position held and relationship to you |
|  | | | | | |  | |  |
| Organisation and address | | | | | |  | | Organisation and address |
|  | | | | | |  | |  |
| Telephone number | | | | | |  | | Telephone number |
|  | | | | | |  | |  |
| Email address | | | | | |  | | Email address |
|  | | | | | |  | |  |

**Relevant employment**

**Current or most recent employment/experience first. Please include all relevant work, whether permanent, temporary or voluntary.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| From | To | Employer’s name | Job title and salary | Description of main responsibilities and achievements | Reason for leaving |
|  |  |  |  |  |  |

**Education or training**

**Please list details of your educational/professional qualifications and any relevant training.**

|  |  |  |
| --- | --- | --- |
| Date | Qualifications/training | Grade attained |
|  |  |  |

**Supporting information**

Please state how you consider your experience, knowledge, skills and abilities match those of the Person Specification. Wherever possible, provide examples from your experience. This could be from either current or previous employment, volunteering, activism or any other hobbies or interests. It is important that you cover each of the areas detailed in the Person Specification since this is the information that will be used for shortlisting. This section of the application **should not exceed 3 pages of A4.**

|  |
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| ESSENTIAL  • Ability to write engaging supporter-focused content for web pages, emails, and social media    • Knowledge and experience of building campaigning actions on any platform (E.g. Engaging Networks, Campaignion)    • Skills in building webpages, including online page design, and building user journeys to increase conversion    • Ability to develop excellent email or cross channel supporter journeys that engage supporters and encourage them to take campaign actions and/or donate    • Experience in creating social media content and managing social media channels    • Some knowledge of data protection and GDPR    • Some knowledge of campaigning and organising to achieve policy change objectives    • Some experiencing in commissioning or producing content such as graphics, videos or other online products    • Knowledge of how to use insights from data to improve performance, and how to set up and manage systems to collect data    • Ability to work to deadlines and take responsibility for delivering projects without day-to-day supervision    • Effective project management skills, including putting systems in place, planning, monitoring and evaluation    • A positive, can-do attitude and willingness to ‘pitch in’, and ability to work collaboratively as part of a team    • Commitment to social justice and to tackling all forms of oppression, bigotry and exclusion    • Support for Jubilee Debt Campaign’s vision and mission    DESIRABLE   * An understanding of economic justice issues      * Knowledge of HTML or other coding      * A background in working with a large supporter base for a non-profit or similar organisation |

**Additional Information**

|  |  |  |
| --- | --- | --- |
| Are you subject to any conditions relating to your employment in the UK?  If yes, please specify below | Yes | No |
|  | | |
| Have you any unspent convictions for criminal offences subject to the provisions of the Rehabilitation of Offenders Acts 1974 and 1984? | Yes | No |
|  | | |

**Declaration**

In accordance with the Data Protection Act 2018, I give my consent for the information in this form to be processed for the purposes of recruitment and employment. I understand that, if I am appointed, this application form will become part of my personnel file and record. If I am not appointed it will be stored for six months and then destroyed. I certify that the information given on this form is correct to the best of my knowledge. I understand that should any false statements or omissions be made, this may lead to dismissal.

|  |  |  |
| --- | --- | --- |
| Signed |  | Date |
|  |  |  |

Applications received after the closing date will not be considered.