



Head Office: The Fort Offices, Artillery Business Park, Park Hall, Oswestry, Shropshire, SY11 4AD.

Email: enquiries@peoplesvoicemedia.co.uk

Website: <https://peoplesvoicemedia.co.uk>

Company No: 3083575

Charity No: 1059681

Project Worker (Home? Heritage Project) / Job Description

Job Title: Project Worker (Home? Heritage Project)

Salary: £25,500 pro rata* (2 days per week) / Fixed term of up to 2 years.

Overview of the role: The Project Worker will be responsible for the day-to-day coordination of the Home? heritage project. This will include (but not be limited to) the delivery of the project activities, working with partners, volunteers, participants and external providers to deliver the project's objectives and outputs, reporting to the Project Manager with updates on project delivery and supporting dissemination of the project.

We are a remote working organization, but have monthly team working days in the North West of England that we would expect the Project Worker to join. Additionally, the role will involve the delivery of activities in communities across the North of England. Travel expenses are paid in addition to salary.

About the project and People's Voice Media: The Home? heritage project will focus on the collection, curation and dissemination of lived experiences of migrants (including refugees, people seeking asylum and other migrants) living in Northern England over the last 10 years. Specifically, it will look at contemporary socio-cultural experiences of migrant communities, focusing on how these communities have settled in (or not) to their new homes. The methodologies that the project will use to do this are (1) capturing people's oral histories using the Community Reporting storytelling methodology and (2) archive research into local newspaper stories about the contributions of migrant groups have made to their local communities. This mixed-methodological approach will provide insights and help document the lives of migrants in terms of their domestic, working and social spheres. The heritage learning from the oral history stories and archive research will be used to produce an animation, a toolkit for informal community educators to hold conversations about migration and other supporting materials. The project will take place in five locations across Northern England (Merseyside, Greater Manchester, Yorkshire, Lancashire and Northumbria), and will involve migrant groups and the wider residents of the communities in which we are working.

The project is being led by People's Voice Media. We are a social change charity. We are committed to supporting people to improve their lives and bring about positive social change from the ground up. This aim is brought about by bringing people's voices together to enable individuals, groups and organisations to find better ways to improve their worlds and the world around them.

With this vision in mind, our core values are:

- Collaboration and Equity
- Authenticity and Integrity
- Learning and Evolving
- Optimism and Joy



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To achieve this vision, their core tool is Community Reporting which is a storytelling movement that spans the UK and Europe and is committed to creating change at individual, organisational and systemic levels. This movement currently has over 2000 Community Reporters registered on www.communityreporter.net and over 50 Partners that are active within this pan-European network.

Main purposes:

- To co-ordinate and deliver the key day-to-day activities of the project
- To support the production of the key outputs of the projects
- To support the implementation of the evaluation and dissemination strategies

Key qualities - what we are looking for in a Project Worker:

1. Experience of working on projects within one (or more) of the following settings: education, arts, heritage, research, community development, co-production, health and social care.
2. Great at getting conversations going, supporting people to think in different ways and enabling all voices to be heard and valued
3. Super-well organised and are able to manage themselves and work remotely
4. Alright with technology – we are not looking for tech experts, but it would be great if things like recording video/audio on a phone and uploading media to a website didn't fill you with dread
5. Enthusiastic about our work, are committed to social change and tackling social injustices and can embody our core values

Key tasks:

- Delivery of oral history story gathering activities (training will be provided)
- Delivery of archive research activities (training will be provided)
- Delivery of local knowledge exchange activities
- Delivery of needs assessment of staff/partners/volunteers and arranging of necessary training
- On-going communication between volunteers, participants, participants and wider project stakeholders
- Frontline implementation of the evaluation strategy
- Contributions to the project's outputs and resources including the animation, toolkit and project website
- Supporting the Project Manager in general project reporting tasks

Key results (of the project related to the role):

- Recruitment and training of 50 volunteer Community Reporters
- Recruitment and training of 30 volunteer Archive Researchers
- Gathering and archiving of 100+ oral history stories from migrants (additional technical support available from the People's Voice Media team available to develop a part of the Community Reporter website for the stories)
- Creation of online, open access database of 100+ number of local newspaper stories about contributions of migrants to their communities (additional technical support from the People's Voice Media team for the development of the database)



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- Delivery of 5 local knowledge exchanges and engagement of 50 participants across these events
- Production of 1 x heritage education toolkit and supporting resources based on the learnings from the project (supported by project partner to develop this)
- Production of 1 x short animation based on the oral history stories (separate commissioning budget for the animators)
- Production of a project website that will act as a site for dissemination and preservation of the project's learning, heritage artefacts and outputs (additional technical support from People's Voice Media's team for the website development)

Key responsibilities:

- Volunteer recruitment, coordination, training and on-going support
- Assessment and arrangement of staff and partner continued professional development training
- Internal communications between partners and commissioned specialists throughout the project's lifespan
- Collation of evaluation and monitoring materials throughout project's lifespan

Line Manager: TBC

*Possibility to discuss rise up to £27,000.00