



Latin Elephant - Job description

Job title	Migrant and Ethnic Business Organiser
Reports to	Director
Responsible for	Business Relocation scrutiny
Salary	£30,451 (per annum pro-rata)
Contract	Initially 10 months with possibility of an extension
Hours	28 hours per week

Job purpose

The post holder will devote time working on the ground with displaced traders in Elephant and Castle. The programme will support migrant and racialised traders in Elephant and Castle through current challenges posed by regeneration projects. The programme will also foster online partnerships and help evidence the diverse social benefit of racialised traders and migrant and ethnic economies with public policy makers.

The post holder will be accountable for ensuring that the scrutiny around the development in E&C is delivered to a consistently high standard, that it is responsive to the needs of its beneficiaries and contributes towards achieving Latin Elephant's broader organisational objectives.

Responsibilities will be broad - including project delivery and management, organising workshops, writing and media work, organising migrant and ethnic business communities in the Elephant and Castle regeneration area and assisting with evidencing the diverse social benefits of migrant and ethnic traders and economies with public policy makers.



Key responsibilities:

- Promote delivery of an existing capacity building programme for MEBs by promoting access to business support services in Southwark and London.
- Draw on existing networks to set up partnerships with financial and legal organisations and NGOs to build a sustainable mentoring system.
- Assist with advocacy and evidencing the diverse social benefits of migrant and ethnic traders and economies with local authorities, public policy makers and major stakeholders.
- To participate in local business and community forums and strengthen and extend existing connections with local retail networks.
- To attend meetings with the director for informing and maintaining an overview of the programme and contributing to wider discussions on organisational strategy.
- To respond creatively to needs emerging from unexpected circumstances that might impact migrant and ethnic businesses.

Person Specification - Essential knowledge, skills and behaviours required**Knowledge (education and related experience):****Essential:**

- Experience and or expertise in the field of community organising
- Knowledge of the regeneration programmes in Elephant and Castle
- Experience working directly with migrant groups in London
- Experience of and commitment to working in a collaborative and inclusive style
- Commitment to the values and ethos of Latin Elephant

Desirable:

- Experience in engaging with the media, including social media
- Experience in the Arts, including finding alternative and creative ways to visibilise social issues
- Educated to university or higher education level in relevant topic

- Business skills and management

Skills (special training or competence):

Essential:

- Strong organisational skills and ability to think strategically
- Strong communication skills both written and verbal; proven ability to present complex issues in clear terms and to tailor these to different audiences
- Ability to plan, prioritise and manage own workload
- Fluent written and spoken English & Spanish
- An understanding of and commitment to equality of opportunity, diversity and inclusion.

Desirable:

- Dynamic and proactive approach to problem solving