

Role: Full-time Local Party Campaigns
Organiser Post

Salary: £20,000 + 3% pension contribution

Hours: The post is full-time (37 hours/week). Some hours will be unsocial. It is expected that the Campaigns Organiser will work to assist evening and weekend campaign activities by agreement.

Contract: Fixed term to 30 June 2023

Location: Will involve at a least part of the time spent in the local party office in Bedford.

Are you interested in helping the Liberal Democrat Mayor of Bedford and councillors who currently run Bedford Borough Council get re-elected and to get more Liberal Democrats elected in the May 2023 Borough Council elections? This is an exciting opportunity that is ideal for an energetic, well-organised individual with good digital and social media skills and good with people.

Person specification in brief:

- Ability to communicate effectively with and maintain the confidence of a wide variety of stakeholders.
- Ability to assist with the digital campaign e.g. web site, social media, creating videos.
- Ability to work unsupervised and effectively prioritise from a wide variety of tasks.
- Ability to meet deadlines.
- Ability to motivate and manage a team of people.
- Demonstrates a "can-do" attitude and resilience in pressured/difficult situations.

Closing Date: 4 October 2021

For a full Job Description and Person Specification see:

<https://bedfordlibdems.org.uk/en/page/work-for-us>

GDPR

- Take responsibility for understanding and complying with the Liberal Democrat's approach to data protection by completing regular Data Protection and UK GDPR training and adhering to policies and guidance which improve knowledge and promote best practice.

Information Asset Owners (IAOs), Directors and Heads of teams

- Take responsibility for understanding and complying with the Liberal Democrat's approach to data protection by completing regular Data Protection and UK GDPR training and adhering to policies and guidance which improve knowledge and promote best practice.

- **Responsible for specific information assets and assessing and mitigating risks to information within the area you manage. This involves ensuring the security, accuracy and integrity of the data held on the systems you manage and for mitigating any potential risks.**
- **Raise awareness of data protection issues and ensure staff are aware of their responsibilities towards the information they use.**

Please note: We will not be able to employ you if you are not eligible to work in the UK. We will not be able to obtain a work permit on your behalf.

The Party believes it is essential to foster equity, equality, diversity, and inclusion within our workforce. We want our employees to thrive in an environment where everyone is welcome and supported to achieve their potential. It is important to celebrate what makes us unique and that you feel valued, appreciated, and free to be who you are.