

Labour Party Job Description

Job Title: Field Organiser – Wales

Responsible to: Welsh General Secretary

West Wales

Location:

Key Purpose: Responsible for all aspects of Labour Party organisation and campaigning within a number of electorally important areas, as determined by the General Secretary.

The post holder will be responsible for building and maintaining party organisation and activity; establishing effective election and campaign organisation working in liaison with staff teams, local candidates, elected representatives, Labour Party officers, campaign committees, Constituency Labour Parties, Branches, Labour Groups and other units within the Party.

Specific Responsibilities

1. To understand and deliver the Labour Party's field organisation strategy in electorally important areas.
2. To work with the relevant Regional Organiser or staff member and local stakeholders to enable and empower elected representatives, candidates, members and supporters to organise and campaign in their local community and win elections.
3. To develop a local campaign plan together with the elected representatives, candidates and local stakeholders and deliver on that campaign plan and meet monitored targets.
4. To work with elected representatives, candidates and local parties to identify and develop campaigns, and to motivate and organise members and supporters into action.
5. To lead and organise campaigning activity as determined by the Regional and National Offices.
6. To identify campaign leaders and provide training and support to campaign leaders and members on organising, campaign and election techniques.
7. To ensure a focus on growing the Labour Party and Labour movement in the local community.
8. To work with the Regional Communications Officer and the Digital Team where appropriate.

The Labour Party

9. To develop local fundraising and fundraising schemes to ensure adequate funding to organise, campaign and contest elections.
10. To carry out cabinet policy and public engagement visits and events when required.
11. To report on the level of all activity, organisation and the effective operation of Party rules in the area to the relevant Regional Manager/Organiser or the Regional Director/General Secretary where appropriate.
12. To help with local council, parliamentary and Welsh or Scottish parliamentary by-elections.

Labour Party Person Specification

Values

- A commitment to the Labour Party's codes of conduct, mission and values, as set out in its constitutional documents.
- Strong personal commitment to equality, diversity, and inclusion.
- Highly collaborative behaviour, able to build strong working relationships internally and externally in a complex stakeholder environment.
- Ability to work consistently to high professional standards including to accuracy, honesty, quality, and evidence.
- Commitment to a positive learning culture of feedback and continuous improvement.
- Creative and open to new ways of working including digital transformation, participatory methods and co-creation of solutions with those most affected.

Knowledge

- Knowledge and understanding of the Party organisation at branch, constituency and regional level.
- Knowledge of the aims and values of the Labour Party.
- Knowledge of campaigning techniques.

Experience

- Experience of organising a campaign.
- Experience of working with volunteers.
- Experience of working on own initiative.

Skills / Ability

- Excellent organisational skills.
- Ability to work proactively with a variety of stakeholders.
- Ability to work on own initiative with minimum supervision and to deliver work to agreed deadlines.
- Ability to develop clear objectives, assess success and report back in a clear way.
- Good communication skills
- The ability to prioritise work according to tight deadlines.
- The ability to successfully plan projects.
- Excellent attention to detail.
- Ability to work effectively as part of a team and motivate others.
- Ability to organise events.
- A driver's license is essential.