



## JOB DESCRIPTION

<b>Job Title</b>	Dockers Regional Lead Campaigner
<b>Department</b>	Maritime – Dockers
<b>Reports to</b>	Dockers Coordinator
<b>Direct reports(if any)</b>	NA
<b>Main Job Purpose</b>	
<p>To support and advance campaigns and projects for dockers and port workers through:</p> <ul style="list-style-type: none"> <li>• Planning and budgeting agreed section campaigns and projects.</li> <li>• Managing, implementing and monitoring section campaigns and projects.</li> <li>• Supporting the delivery of the sections priorities to maximise external influence and internal cooperation with other SRDs</li> </ul>	
<b>Main Responsibilities</b>	
<b><i>Campaign and Project Development and Implementation</i></b>	
<ul style="list-style-type: none"> <li>• Manage regional campaign/project components under the direction of the Dockers Coordinator and ensure regular updates are provided to the Dockers Coordinator as appropriate</li> <li>• Plan and budget campaigns/projects including the necessary research, monitoring and evaluation process</li> <li>• Coordinate and liaise with internal research and external research to ensure relevant mapping, studies and resources for the delivery of sections campaigns and projects i.e.: corporate research including preparing corporate profiles, financial analysis and mapping of company operations and behaviours as well as workforce statistics and subjects of interest as identified</li> <li>• Ensure ongoing coordination of communications between the Dockers Section and other SRDs and relevant ITF affiliates, including the ITF inspectorate</li> <li>• Draft campaign briefings, reports and other documentation as required</li> <li>• Prepare and promote campaign and project material in cooperation with the Communications Department as required, including making presentations to internal and external audiences when requested by the Dockers Coordinator</li> <li>• Develop a network of regional contacts with key stakeholders that are relevant to the campaigns and projects</li> <li>• Assist with the development and drafting of policies or other document as required by the Dockers Coordinator</li> <li>• Provide support on technical matters on campaigns and projects to the regional offices</li> <li>• Provide support in the implementation of the FoC Campaign and other maritime campaigns as required</li> <li>• Represent the ITF and contribute to external industry and/or intergovernmental meetings/events under the direction of the Dockers Coordinator.</li> <li>• Provide the Dockers Coordinator with potential regional campaigns and projects based on the section's work programme</li> <li>• Provide the Dockers Coordinator with a detailed work plan and budget requirements on agreed campaigns and projects that form part of the overall sections' work plans.</li> </ul>	
<b>Other</b>	
<ul style="list-style-type: none"> <li>• Support and foster a culture of open communication between staff and affiliates involved with regional campaigns and projects to enhance engagement with ITF, its mission and values</li> </ul>	



- Any and all duties commensurate with the grade of the post as directed by the Dockers Section Coordinator or Maritime Coordinator to meet the needs of the organisation

#### **Decisions**

- Work independently as the role will be based regionally and direction from the Section Coordinator will be given remotely.
- Determining and obtaining the resources and buy-in required to carry out projects/campaigns within an agreed timeframe and budget.

#### **Complexity**

***This section should give two or three examples of the mental demands involved in the job – i.e. degree of complexity and diversity of tasks, the range of skills required and the frequency and suddenness of changes to which the jobholder has to adapt.***

- Tact and diplomacy to handle different opinions of the affiliates and ability to identify the different positions to make recommendations to the Section Coordinator
- Analytical to map companies, affiliates and other relevant organisations that are key to the delivery of the Section's activities
- Assist regional affiliates when requested with local negotiations under the guidance of the Section Coordinator

#### **Contacts**

- Establish contacts with key regional stakeholders in the maritime industry i.e. Global Network Terminal operators, port authorities, Port State Control, international regulatory bodies/agencies with the ability to promote the ITF vision and create regional alliances conducive to achieve the ITF objectives
- Communication with affiliates and upon their request governments officials on individual issues/cases and or the establishment of local agreements/MOUs that benefits dockers and or supports seafarers and the FoC/PoC campaign objectives
- Ability to cooperate and communicate with the SRDs to implement common campaigns and cross-sectional projects

#### **Other important requirements of the job not covered above e.g. requirement to communicate in a language other than English**

- Although not essential it would be an advantage to be able to communicate the Section's objectives and the ITF's overarching vision to a wider group that do not necessarily understand maritime i.e. journalist, civil society organisations, environmental organisations



**PERSON SPECIFICATION**

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>Education level, qualifications or equivalent</b>	Graduate level or equivalent	Research qualification
<b>Knowledge, experience and technical skills</b>	<p>Experience either in the trade union movement or in a social movement context.</p> <p>Knowledge of the role and work of trade unions.</p> <p>Excellent analytical and problem solving skills.</p> <p>Strong research, including corporate research skills, and the ability to understand financial reports.</p> <p>Involvement in a campaign directed at changing the policies of a major company at the national, regional or global level.</p> <p>Able to digest large amounts of information, identify and summarise key issues, and explain complex information concisely.</p> <p>Excellent communication (including drafting) skills.</p> <p>Fluent written and spoken English.</p> <p>Strong awareness of the demands of operating in an international environment and cultural sensitivity.</p> <p>IT literate, working knowledge of Word, Excel and PowerPoint at intermediate level.</p>	<p>Ability to produce corporate profiles and provide analysis of company accounts.</p> <p>Knowledge on how to create a campaign/project structure including risk assessment and budgeting process to fund it</p> <p>Up to date working knowledge of the port and maritime industries.</p> <p>Use of social media.</p> <p>Knowledge of other languages.</p>
<b>Personal attributes/skills</b>	<p>Demonstrable commitment to trade union values.</p> <p>Ability at all times to exercise discretion, judgement and diplomacy.</p> <p>Ability to take the initiative and work independently but knows when to seek advice.</p> <p>Ability to prioritise, self-motivate, work to and meet deadlines.</p> <p>Commitment to ongoing learning and personal development.</p> <p>Ability to work collaboratively and as part of a team</p>	<p>An innovative, practical approach and ideas</p>



<b>Practical requirements e.g. hours, requirement to travel</b>	Ability to undertake international travel, as required  Ability to work flexibly, including working out of office hours, as required	
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