



ATD Fourth World Project Officer for '*Giving Poverty a Voice*' Job Description

Entry level post at London Living Wage.

We are hiring both part-time and full-time project officers.

ATD Fourth World works in partnership with people affected by long-term poverty to develop their potential and enable them to participate fully in the life of their communities and society at large.

Our ***Giving Poverty a Voice (GPAV) - Policy, Participation and Training Programme*** empowers people with experience of poverty to engage in public debate. By providing people with the confidence and skills with which to campaign and speak out, the programme builds individual and collective activism. Together, our lived-experience activists work with our allies in the anti-poverty, human rights and social work fields to influence research, policy and practice.

The **Project Officer** is a member of the **GPAV operations team** and should work to further the objectives of ATD Fourth World in accordance with the organisation's values and ethos. The Project Officer is based at ATD Fourth World's main office at 48 Addington Square, London, SE5 7LB.

Role & responsibilities

The main duties of the Project Officer include:

- Participation in regular GPAV operation team meetings
- Assisting with the organising, preparing and co-facilitating of GPAV programme activities (e.g. workshops, discussion groups, training)
- Contacting lived-experience activists to invite them to GPAV activities and support their logistical arrangements
- Providing bespoke one-to-one support, follow-up and accompaniment for lived-experience activists
- Supporting lived-experience activists to prepare responses to policy consultations, public speaking engagements, external meetings etc.
- Writing meeting minutes, summary reports and articles
- Supporting communications, namely ATD's newsletter, social media channels and website
- Collecting monitoring and evaluation information for the GPAV programme
- Networking and liaising with existing and potential GPAV partner organisations

ATD Fourth World UK

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ATD Fourth World Ltd
Registered Charity
N° 209367
Registered Company
N° 654676

Member of the International
Movement ATD Fourth World
founded by Joseph Wresinski
(1917-1988)

NGO in consultative status
with the United Nations (Ecosoc),
Unesco, Unicef, ILO
and the Council of Europe.

**ALL TOGETHER
IN DIGNITY.**

Person specification

- Experience of working with people from a background of poverty
 - Familiarity with relevant human rights anti-poverty policy context
 - Ability to listen actively to people with empathy and respect
 - Ability to work independently and as part of a team
 - Good organisational skills
 - Motivation to work for social justice
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