



## Research and Events Intern

### Role Description

Together – Scottish Alliance for Children's Rights

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**Hours:** 420 hours in total over 4 months.

*Working pattern to be agreed with the successful applicant to fit around existing commitments or studies. We ask all applicants to consider the time commitment when applying for this role.*

*A variable working pattern is likely, for example:*

- *Full time (35 hours/week) for the first 6 weeks.*
- *Part time (21 hours/week) for remaining 10 weeks.*

**Salary:** £9.50 per hour

**Location:** Temporarily remote

**Duration:** Temporary, until end of November 2021.

**Reports to:** Legal & Policy Manager

#### **Purpose:**

The Research and Events Intern will contribute to Together's mission to inspire and enable everyone in Scotland to put children and young people's human rights at the heart of everything they do in line with the Strategic Plan.

The post-holder will play a key role in the production of Together's State of Children's Rights Report 2021. This annual report monitors Scotland's progress in implementing the United Nations Convention on the Rights of the Child (UNCRC) and wider international human rights treaties.

Our 2021 report aims to inspire and empower our members in the implementation of the UNCRC (Incorporation) (Scotland) Bill. It will highlight

challenges our members face, how to overcome these, and showcase examples of promising children's rights-based practice. The post-holder will help organise a series of webinars to inform the report, desk-based research, support in-depth interviews with members and assist in drafting the final report.

**Closing Date:** 12 noon on Wednesday 30<sup>th</sup> June. Interviews will take place remotely on Wednesday 14<sup>th</sup> July.

**Start Date:** Late July

***Main Duties and Responsibilities:***

To support the production of Together's 2021 State of Children's Rights Report by:

- Collating and analysing data gathered from our membership survey;
- Assisting the organisation and administration of a series of children's human rights webinars in late summer/early autumn;
- Collating and analysing data gathered from the webinars;
- Designing and conducting in-depth interviews with our member organisations;
- Collating and analysing interview findings;
- Conducting further desk research into specific areas of children's rights implementation as required;
- Assisting in the organisation and administration of the report launch (anticipated November 2021)
- Some administrative and communications support as needed.

***Person Specification:***

Essential

- An interest in children's human rights and a commitment to social justice.
- Excellent research skills with the ability to read and understand complex documents.

- Excellent written and verbal communication skills with the ability to convey complex ideas clearly and succinctly.
- Strong interpersonal skills.
- Excellent IT skills (particularly Microsoft Word, Excel, Outlook and Zoom).
- Experience of working in a small team with the self-motivation to use own initiative when completing tasks and making decisions.
- Experience working to deadlines.

#### Desirable

- Knowledge and understanding of children's human rights and social justice issues.
- Experience in supporting the planning and organisation of events (particularly online).
- Experience in supporting the planning and hosting of research interviews.

#### ***Support***

- Informative and structured induction to the role and organisation.
- Regular team meetings.
- Regular supervision meetings.
- Ongoing on the job training and access to relevant training.

In line with Together's Child Protection and Safeguarding Policy, all employees will have to undergo appropriate Disclosure and Protection of Vulnerable Groups (PVG) checks, including for suitability.

**Summary terms and conditions of employment:**

- Hours: 420 hours in total over 4 months.*
- Working pattern to be agreed with the successful applicant to fit around existing commitments or studies. We ask all applicants to consider the time commitment when applying for this role.*
- Breaks: 1 hour (unpaid) for lunch.*
- Salary: £9.50 per hour.*
- Place of work: Temporarily remote.*
- Duration: Temporary, until end of November 2021.*
- Annual leave: FTE 25 days annual leave plus 9 public holidays, pro rata for part time as appropriate.*
- Pension: Together (Scottish Alliance for Children's Rights) will contribute 6% of salary to a recognised personal pension scheme of your choice.*
- Sick pay: Employees are entitled to 1 month's full pay and 1 month's half pay within any 12-month period. In the first year of employment, this entitlement is pro rata to their length of service.*
- Work from home allowance: £6/week, pro rata for part time as appropriate.*
- Right to work: Applicants must have the right to work in the UK. Proof of right to work will be required at interview.*

### ***Background Information:***

Together is an alliance of Scottish children's charities that works towards all children in Scotland being able to enjoy their rights according to the UN Convention on the Rights of the Child (UNCRC) and other human rights treaties. This is achieved by improving the awareness, understanding and implementation of the children's rights through:

- Ensuring our members are involved, consulted and influence our work to progress children's rights.
- Progressing the implementation of children's rights at a local and national level through the provision of support, expertise and robust scrutiny.
- Being recognised by our membership and decision-makers as the informed voice that advocates for children's rights in Scotland.
- Being recognised as an authoritative and respected voice and commentator on the state of children's rights in Scotland.

Our growing membership is made up of a range of non-governmental organisations (NGOs), from small local playgroups through to large international charities, alongside individuals, academics and professionals with an interest in children's rights.

Inclusion is one of Together's key organisational values, to which anyone working for or with Together is expected to give their support. We enable everyone to participate equally, especially children and young people. Together is committed to creating and sustaining a fully accessible workplace culture.