



## **JOB DESCRIPTION:**

### **OPEN DATA AND MAPPING OUTREACH WORKER**

**SALARY:** £26,000 - £34,000 dependent on experience

**DAYS:** Full-time, Monday-Friday

**DURATION:** Fixed-term for one year (including a 4 month probationary period), with the possibility of an extension, subject to funding

**LOCATION:** The Old Music Hall, Cowley Road, Oxford, United Kingdom

## **ABOUT SOLIDARITY ECONOMY ASSOCIATION**

Solidarity Economy Association (SEA) is a not-for-profit, multi-stakeholder co-operative working to support the growth of the solidarity economy movement. Our vision is a thriving solidarity economy for the UK – an economy based on economic and social justice, diversity and pluralism, co-operation, self-management, and ecological sustainability.

Based in Oxford, we work across the UK primarily, although we do undertake some activity internationally. We currently deliver project-based activity focusing on education and awareness-raising of the current issues our society faces, and the ways in which solidarity economics can be a solution to those issues.

A key part of our strategy is to make the diverse organisations, initiatives and groups that are already a part of the solidarity economy movement more visible. This includes a wide range of activity, with varying degrees of formal structures, and includes initiatives like housing co-operatives, community land trusts and localised food systems, to informal childcare clubs and migrant savings groups. The Open Data and Mapping Project will meet this goal by producing data that describes these initiatives, and by creating software to display geographic maps of these initiatives.

SEA is has a core team of five staff, a mix of part-time and full-time, some of whom work remotely. We're happy to consider applications for this position from those who wish to work remotely, but there will be a requirement to attend the office on a regular basis.

## **ABOUT THE PROJECT**

We've successfully concluded the pilot phase for the Open Data and Mapping Project, in which we worked with Co-operatives UK's open data set, describing most of the co-operatives in the UK, and converted this from open data into Linked Open Data. This work can be seen on the following map:

<http://data.solidarityeconomics.org/map-app/>.

In the next stage of this project, we will form a consortium of organisations whose networks and members are drawn significantly from areas of the solidarity economy within the UK. We intend to actively support these organisations to publish more datasets that describe their members' initiatives, and to publish a range of powerful digital maps to display this data. Initially, most of these organisations will already hold data in some format that describe many solidarity economy initiatives. These partners will also help us decide what data and mapping applications to focus on, and how to develop the data standards.

However, a great deal of the solidarity economy is currently not very digitally visible at all. So a vital part of this project will be to develop methods to gather and maintain data about this section of the movement, and to support them to publish and share information about their projects.

## **ABOUT THE ROLE**

We are looking for a self-motivated individual to lead on the public facing aspects of this project. This includes developing the outreach strategy for the project with other members of the team, and delivering it proactively and passionately. As Outreach Worker, a large proportion of your time will be spent engaging with people, either by phone, email or face-to-face; you will therefore need excellent verbal and written communication skills, and the ability to work with people from all backgrounds, sectors, and walks of life. You'll need to be able to translate complex, technical information into appealing and easy-to-understand formats on a daily basis.

You'll also need to have a strong track-record of engaging with important stakeholders, and an ability to secure support and develop new partnerships with a range of organisations, as you will be responsible for working closely with other team members to secure ongoing funding for the project.

SEA operates in a non-hierarchical way, and, as part of a small team, you will have a lot of autonomy, so it's important that you feel comfortable in that position. You'll also need to feel confident contributing not just to the direction of the project, but to the overall direction and day-to-day running of the organisation as a whole.

Your main point of contact shall be the Project Lead, who works remotely. You'll also work closely with other members of the team, particularly the Communications Manager and the Fundraising Officer.

## **RESPONSIBILITIES**

The role of the Outreach Worker is critical to the success of the next phase of the project. You will be forging relationships with many organisations in the UK. Specific activities include, but are not limited to:

- Creating and delivering the outreach and engagement strategy for the project, in collaboration with other team members. This may include designing and running workshops and webinars to train people in open data and mapping techniques, as well as other engagement methods and approaches;
- Presenting to external organisations on the benefits of the project;
- Understanding the needs of potential partner organisations and developing

- methods/approaches that enable the project to meet those organisations' needs;
- Securing meaningful partnerships which result in lasting impact for the project;
- Regularly assessing the strategic direction of the project and reporting on its delivery;
- Conducting social research to collect data for the project;
- Carrying out tasks not related to the project, to support the day-to-day running of the organisation.

## **SKILLS AND EXPERIENCE**

### ESSENTIAL

- You must be skilled in forming and maintaining relationships with people from a wide range of backgrounds;
- As the subject matter will be technical, you must be able to communicate technical details unambiguously to both external organizations with no technological knowledge and to the internal SEA technical team;
- You must have a high level of competency in the use of web technology (no software programming is required). Details of the specific technologies we are using can be learnt on the job;
- Ability and willingness to travel extensively around the UK;
- Experience of delivering projects to a high standard;
- Ability to operate at a strategic level.

### DESIRABLE

- Previous experience with some of the following would be advantageous: SQL, Linked Open Data, SPARQL, website technologies (e.g. HTML, CSS, javascript), XML, digital mapping technologies;
- Experience in preparing and running workshops on technology for non-techy people;
- Familiarity and/or interest in new/alternative economics;
- Experience in working with co-operatives, not-for-profits, NGOs or charities.

## **HOW TO APPLY**

Please apply by email to Clara dos Santos at [info@solidarityeconomy.coop](mailto:info@solidarityeconomy.coop). The application should include:

- A cover letter explaining why you're interested in the role and how you meet the person specification, giving examples where possible (and saying how you found out about the role)
- Your CV
- The names and contact details of two referees

We encourage applications from all genders; Black, Asian and minority ethnic people; people who identify as having a disability; people from the LGBT+ community; and people from all classes and backgrounds.

If you have any further questions, please contact us by email at [info@solidarityeconomy.coop](mailto:info@solidarityeconomy.coop) or by phone on 01865 403 142.

Closing date for application is: **Sunday, 4th February 2018**  
Interviews will take place: **Late February 2018**