

► Student Community Organiser (Burnley)

Department:	Community Engagement Team
Reports to:	Lead Community Organisers
Pay band and salary range:	£12.71 per hour (plus holiday pay)
Working Pattern:	Part-time at 6-8 hours per week • shift pattern to be mutually agreed weekly with your line manager • flexibility is required and may include evenings and occasional weekends • we will be accommodating of your University schedule where possible
Role summary:	As a Student Community Organiser, you'll help build a stronger, more inclusive and connected student community. Working within the Students' Union's Community Engagement team, you will listen deeply to students from all walks of life, identify shared challenges and hopes, and support them to take meaningful, collective action.

Key responsibilities

- **Organise** – Work with student communities to host events, connect individuals, seek out potential leaders and encourage a culture of collaboration.
- **Listen** – Proactively reach out to students across different backgrounds and communities, online and in person. Actively listen to their lived experiences, aspirations and concerns through 121s and listening events such as 'house meetings'.
- **Plan** – Help communities to prioritise issues, grow their campaigns and develop plans for action.
- **Act** – Empower leaders and facilitate action to move communities towards their agreed goals, reflecting on and refining campaigns as needed.
- **Negotiate** – Support and prepare leaders to negotiate with power holders (i.e. University senior managers or local government) in order to gain agreement to make change.
- **Champion Equity, Diversity and Inclusion (EDI):** Actively promote inclusive practices and ensure underrepresented voices are heard and empowered through your work. Help remove barriers to participation and co-create accessible engagement opportunities.

Specific duties and activities

With support from the Community Engagement Team, you'll help build a more connected, inclusive, and active student community. This is a new role, so you'll have the chance to shape how it works and make it your own.

Here's what you'll be doing:

- **Organise Community Events & Activities** – Help, plan, run and facilitate community events and campaigns by working with community leaders, assisting with events admin and providing practical support where needed. You'll support initiatives that help students feel seen, valued, and part of the community.
- **Recruit Leaders** – Work with existing engaged students (such as School Reps & Student Group Committees) to identify potential new community leaders
- **Host relational 121s** – Meet with students to hear their stories, understand their motivations and agree a personal action plan
- **Facilitate House Meetings, Forums & Other Listening Events** – Bring students from communities together to share experiences and identify issues that affect their wider community.
- **Record Student Stories** - Capture stories and outcomes from the conversations you have, working with the wider team to improve future approaches. Celebrate wins with those involved.
- **Create Action Teams** – Work with leaders to expand their network and engage their wider community in planning actions, narrowing the issues to ensure that asks are specific and winnable.
- **Support Leaders to Deliver Actions** – Work with action teams to carry out actions that reflect the lived experiences, identified during listening and planning. These actions could be events, petitions, meetings or protests.
- **Encourage Leadership Development** – Motivate leaders to take part in training and access resources to help them develop
- **Prepare Leaders for Negotiation** – Prepare leaders to meet with decision makers and facilitate meetings with power holders.
- **Document Commitments** – Record agreements made by power holders and equip leaders with knowledge of commitments made.
- **Communicate with stakeholders** – Keep communities and key stakeholders updated about events and campaigns. Share stories and wins from within communities to inspire new leaders.
- **Collaborate with colleagues** – Work with other community organisers, wider SU teams and University stakeholders to carry out activities and campaigns. Support SU initiatives such as Welcome Week and Elections.
- **Support Student Leaders from All Backgrounds**
Help students - especially those from underrepresented groups - feel confident to lead. You'll encourage them, share useful tools, assist with training, and help them take action that matters.

- **Make Student Voices Heard**

Initiate conversations with students online, at events, or in person, both in 1-to-1 and group contexts. Actively listen, capture feedback, and help turn ideas into real changes on campus.

- **Connect Student Communities**

Bring together students with shared interests or concerns, like academic groups, cultural communities, or underrepresented voices, to collaborate and support each other.

- **Encourage Student Participation in Union Decisions**

Promote opportunities for students to get involved in the Students' Union - like voting, campaigning, and joining decision-making groups.

- **Be Kind, Curious, and Inclusive**

Approach your work with empathy and actively listen to students. Help create safe spaces where students feel comfortable being themselves.

Additional Points:

- Sometimes, this role will be expected to work outside of core hours to fulfil its purpose, such as running events, delivering evening training sessions or facilitating meetings of student groups/communities.

General to all staff

- The principal roles and responsibilities will change from time to time and the post holder is required to undertake any additional duties as deemed appropriate.
- Staff must always adopt and endorse the Union's Vision and Mission Statement and all supporting policies, across all aspects of the role.
- Staff are required to have a Personal Development plan and to participate in training, meetings or conferences considered relevant to their job.
- Staff must carry out their duties with full regard to the rules policies and procedures and conditions of service contained in the staff handbook.
- To abide by the Union's policies and procedures.
- To adhere to all health and safety legislation.
- To undertake any other task that is deemed reasonable within your skill set.

Person Specification

Qualifications/Training	Essential	Desirable	Assessed
Current student at the University of Lancashire	X		Application
Attended/ Willingness to attend Citizens UK Community Organiser Training	X		Application
Knowledge & Experience	Essential	Desirable	Assessed
An understanding of and commitment to Equity, Diversity and Inclusion (EDI), including anti-oppressive practices and inclusive leadership.	X		Application and Interview
Understanding of the value of lived experience of people from underrepresented communities.	X		Application and Interview
Experience of working with, or being part of, marginalised or underrepresented communities (e.g. Disabled, LGBTQ+, Global Majority, care-experienced, working-class, commuter students).		X	Application and Interview
An interest in or experience of campaigning & community work, and enthusiasm for achieving meaningful change that positively impacts the lives of others.	X		Application and Interview
An understanding of democratic principles and community organising.		X	Application and Interview
Skills & Qualities	Essential	Desirable	Assessed
Strong emotional intelligence, including empathy, active listening and the ability to navigate sensitive conversations with care.	X		Application and Interview
Able to build trust with others and create safe, inclusive environments for participation.	X		Interview
Good organisational skills, attention to detail and the ability to prioritise workload and manage own time.	X		Application and Interview
Ability and confidence to communicate effectively with a diverse group of people, using both written and verbal communication skills.	X		Application and Interview
Competent in the use of digital platforms and software including Microsoft Teams and Microsoft Office	X		Application
An understanding of how to plan an event, project or campaign.		X	Application and Interview
Evidence of consistently maintaining and upholding commitments within a role (this could be a paid role, or a group project).	X		Application and Interview
Able to maintain up to date knowledge on current and key affairs, both social and political which impact Lancashire students		X	Application and Interview
Values & Behaviours	Essential	Desirable	Assessed
Commitment to inclusive, emotionally intelligent leadership - leading with curiosity, care and a willingness to reflect.	X		Application and Interview
Enthusiastic, outgoing and approachable with a willingness to work flexibly to engage students at times and places that meet their needs.	X		Interview
Commitment to the creation of an environment that promotes equality of opportunity whilst recognising and valuing diversity	X		Application and Interview
A flexible, positive, and solution-focused attitude	X		Application and Interview
Commitment to working as a proactive member of a team	X		Application and Interview

Displays and embodies the University of Lancashire Students' Union values of:	X		Interview
• Acting with courage - Willingness to speak up on tough topics with care and respect, encouraging a culture of standing up for what's right. • Prioritising Joy: Embracing fun and light-hearted moments, creating a welcoming environment, and celebrating successes together. • Doing what we say we will: Clear and consistent follow-through on commitments, setting realistic goals, and proactively addressing challenges. • Curiosity not judgement: Approaching new ideas with curiosity, welcoming different perspectives, and being open to learning. • Staying Human: Communicating openly and honestly, respecting personal boundaries, and showing compassion during tough times.			

We are aware this is a new role, and you may have questions about it before applying, so please email sucommunities@lancashire.ac.uk

Application deadline: 9am, Wed 5th August 2026

Selection Days / Interviews: Tues 11th August 2026

To start in role: Tues 1st September 2026

To apply: please follow the link to our application portal and complete the required questions