

February 2019

Dear Applicant,

Thank you for your interest in this role. It is an exciting role with loads of potential for the right candidate, developing work with young people in and out of school settings, building their resources and resilience around conflict and peace.

*Peacemakers is a small but dynamic charity that currently employs four staff and a number of freelance trainers. We work in a number of schools and increasingly in other community settings. We are looking for a dynamic Peace Education Coordinator to work with our existing programme around anti-knife crime with young people and to play a leading role in developing this work across the West Midlands.

- One year fixed term contract, with a strong possibility of extension depending on funding
- Birmingham-based (at 41 Bull Street B4 6AF) with extensive travel in Birmingham and the West Midlands
- £28,000 - £31,500 (we appoint to the beginning of the scale) plus 6% employer pension contribution after 6 months
- 5 weeks annual leave plus bank holidays plus extra days at Christmas
- Closing date: 9 am on the 27th February
- Interviews: 11th March, second interview 19th March
- Start date: 23rd April onwards (negotiated).

Please note that this role will involve some travel and working some unsocial hours in the evening and weekends. TOIL is given for these hours.

Please find further information on the role below:

- 1) Background on the charity
- 2) Job Description
- 3) Person Specification

41 Bull Street, Birmingham, B4 6AF

Telephone: 0121 236 4796 Email: info@peacemakers.org.uk Website: peacemakers.org.uk

Peacemakers is the working name for West Midlands Quaker Peace Education Project, which is a constituent part of the Central England Area Quaker Meeting Charities, registered charity number 224571

We recommend looking at the Peacemakers website, www.peacemakers.org.uk, where there is more information on what we do and who we are. We will provide induction and training on our way of working and around issues relating to peace, so the applicant doesn't need to come with this in place, although of course a commitment to and interest in Peace is needed!

Filling in the application form

We score application forms against the knowledge, skills and experiences listed on the person specification in order to decide who to interview. Therefore, please give specific examples of times when you've demonstrated **each** of the skills etc. required for the role. When you give an example, please be specific. Don't just say 'I have great communication skills'. Be specific about a situation in which you used your communication skills, for example outline a task you did, or describe any actions you took and the result of the situation and actions you are describing.

Completed application forms should be submitted to office@peacemakers.org.uk

The deadline is 9am on the 27th February. Please send in a completed application form, we cannot consider CVs.

All applicants who have been shortlisted will be contacted and invited to attend an interview. First interviews will be held at the Peacemakers office on the 11th March. There will then be a second interview for selected candidates on the 19th March.

We wish you luck and thank you for your interest in the role.

With best wishes,

Sara

Sara Hagel
Director

*Peacemakers is the working name for the West Midlands Quaker Peace Education Project, a charity of Central England Quakers.



BACKGROUND ON PEACEMAKERS

PEACEMAKERS VISION

Our vision is of people working together to build peaceful communities, helping our society to be more peaceful and so creating a more peaceful world.

PEACEMAKERS MISSION

- We work with people in different types of communities to create peace through exploring, learning about and practising peace. We have a particular emphasis on working with children and young people, especially in school communities.
- We support people within communities to build, strengthen and repair relationships at all levels.
- We equip them to deal non-violently and creatively with the inevitable conflicts that arise for us all.
- Our work centres on positive peace which is more than the absence of conflict it is the presence of peaceful beliefs and behaviours, of justice and inclusion as well as non-violence.

Values

Our work is grounded in the Quaker practices (known as testimonies) of peace, simplicity, truth, integrity, equality and the environment. Our work has no religious content.

Peacemakers works for positive peace: more than the absence of conflict but the presence of peaceful beliefs and behaviours, of justice and inclusion as well as non-violence. We respect every individual and value everyone's contribution and actively reject discrimination of any kind.

We see education as a means of developing human potential, and healthy relationships as a foundation for learning.

We value quality in all our work and see learning as a lifelong experience. We are always seeking to improve our work; evaluation and innovation is therefore of central importance to us.

We value creativity in responding to the unique needs of each group.

Our concept of peace

Peacemakers has 30 years' experience working with children and young people in schools and with the adults who work with them. At the heart of our work lies our vision of peace, which encompasses inner peace, inter personal peace, community peace and global peace.

We work with head, heart and hands to build knowledge, attitudes and skills for peace. We have seen the benefits of social and emotional learning for all, the effect on a school when it puts relationships at the centre, the impact of a peaceful experience on a child, the possible transformation for an adult in shifting from punitive to restorative practice and the growth in maturity and confidence that can come from acting as a peer mediator.

We align with the concept of positive peace: that is the presence of peaceful beliefs and behaviours, cultivating values such as inclusion, participation, justice, equity and equality – as well as the absence of violence and aggression.

Marshall Rosenberg, the founder of non-violent communication, describes violence as 'resourcelessness' - people resort to violence when they don't have the capacity or skills to find another response to the circumstances that they find themselves in.

We believe that by educating for peace, learning for peace, exploring peace and creating peaceful environments we create experiences of peace for all participating.

Working Methods

Peacemakers offers workshops and courses exploring conflict and peace. We are proponents of working in circles wherever possible. We have a well-established 10 week peacemaker course and a three day peer mediation course that we offer to pupils widely throughout the region and a range of staff training. We offer a 'whole school approach' to conflict resolution and relationship building, based on restorative approaches. We embed a curriculum for peace in primary schools through our resource 'Learning for Peace'. We run Junior Peacemaker days exploring themes associated with peace. We are piloting work on anti-knife crime in 2018/19. We provoke conversations and dialogue about peace.



JOB DESCRIPTION: Peace Education Coordinator (Young People)

Hours:	37.5
Salary:	£28,000 - £31,150 plus 6% contributory pension after 6 months.
Contract:	1 year, with strong potential for extension dependent upon funding.
Responsible to:	Director.
Responsible for:	You may be required to supervise Peace Education Trainers and to supervise freelance trainers.
Base:	41 Bull Street, Birmingham, B4 6AF. The project will require a lot of travel to schools and venues in the West Midlands region but will otherwise be based in Bull St (not homeworking).

This is a new post to build on our work with young people secondary age and above. Peacemakers is promoting a peace informed programme for young people to help with issues such as promoting well-being, tackling violence, and developing skills for making positive change. The post will build on existing Peacemaker peace education programmes and develop new ones, working within secondary schools and exploring the potential for informal peace education.

RESPONSIBILITIES

1. To deliver and oversee delivery of an existing programme of peace-education to young people:
 - a) To deliver existing Peacemakers programme such as anti-knife crime work currently funded by the Home Office
 - b) To develop peer mediation and conflict resolution in secondary schools
 - c) To train teachers and other adults who work with young people in our approaches
 - d) To run existing Junior Peacemaker workshops for secondary schools
 - e) To develop and deliver ad hoc workshops on similar themes.
2. To lead on the development of new work for young people in and outside of school settings and review all work as necessary to ensure we stay relevant.
3. To develop and nurture contacts in schools and in other settings to work collaboratively or in partnership on developing a peace informed response to issues facing young people such as knife crime, bullying, self-harm and other critical issues.
4. To respond to enquiries from schools and other organisations to design programme proposals tailored to their needs.

5. To meet agreed targets with regard to the work above and to market the work as needed to meet the targets.
6. To organise administrative systems to manage and track the work (including payments) and do necessary admin with the assistance of the Programme Administrator.
7. To help the Director to promote the work of Peacemakers to schools, and other relevant agencies through presentations, demonstrations, visits and written materials.
8. To design and share high quality resources for the work.
9. To supervise Peace Education trainers and to recruit, train, deploy and appraise new Peace Education trainers, both freelance and on staff and supervise student placements as necessary.
10. To ensure the work is of high standard through evaluation and observation. To collect data and evaluate the work; writing reports for funders and schools and assessing change and future growth on the basis of evaluation.
11. To ensure the work meets all internal and external standards as appropriate.
12. To be self-sufficient in terms of administration, responding to requests and queries, keeping own diary, bookings and admin associated with the work.
13. To be an active member of the team and undertaking other relevant work as agreed with the Director.
14. To abide by Peacemakers policies on GDPR, safeguarding and other relevant policies.

The post will require an enhanced DBS check. Flexible working at weekends and in the evening will sometimes be required. The post requires travel around the West Midlands.



Person Specification

Job title: Peace Education Coordinator (Young People)

Local Meeting or Branch: Peacemakers (WMQPEP)

Main purpose of the job

To coordinate our programme of work with young people in the West Midlands, ensure its quality and effectiveness and develop it as appropriate.

	How tested (Application/Interview/Test)		
	A	I	T
Knowledge			
<i>Essential</i>			
Knowledge of how secondary schools or informal youth groups operate	X	X	X
Peace skills: e.g. conflict resolution skills or restorative approaches		X	
Knowledge of issues facing young people in Birmingham		X	
<i>Desirable</i>			
Knowledge of one or more Special Educational Needs (SEN) Trauma, Adverse Childhood Experiences (ACEs)	X		
Skills			
<i>Essential</i>			
Excellent facilitation and group-working skills		X	X
Ability to communicate effectively at all levels		X	X
Ability to remain calm and balanced under pressure		X	X
Ability to demonstrate an understanding of and a commitment to equality and diversity		X	
Able to meet targets	X		
Good ICT skills		X	X
Teamwork			X
Good Organisational Skills	X		
<i>Desirable</i>			
Skilled in delivering active and creative approaches to learning	X		X

Experience			
Essential			
2-3 years working with groups of young people aged 11-18	X		
Experience of working with schools or youth groups or similar	X	X	
Experience of establishing effective relationships in a professional setting			
Experience of delivering training/facilitating groups	X		X
Desirable			
Leading Circles with children and adults	X		X
Experience of coaching and/or mentoring	X		
Other			
Essential			
Demonstrable commitment to peace		X	
Ability to work on own initiative and adapt to changing circumstances		X	
Ability to manage own time while juggling a number of projects		X	
Commitment to evaluation and continual learning		X	

The person specification was approved by Management committee in January 2019

Completed application forms should be submitted to office@peacemakers.org.uk
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