



We are recruiting an Advice Worker/Legal Officer – Vulnerable Migrant Women

Maternity Action is the UK's leading charity committed to ending inequality and improving the health and well-being of pregnant women, their partners and young children.

We are seeking an experienced advice worker, solicitor or barrister to lead an innovative, three year project to promote use by third sector organisations of law and human rights approaches to solving problems. The role will deliver second tier advice, training and information to frontline community organisations across the UK that are working with vulnerable migrant women who are pregnant or new mothers, and promote engagement by these groups in policy and campaigning.

We are looking for someone with a thorough knowledge of the UK immigration and asylum system; an understanding of one of the following areas of law – local authority support, benefits system, asylum support, entitlement to NHS maternity care; understanding of legal and policy issues facing vulnerable migrant women who are pregnant or new mothers; experience in delivering advice on legal issues to a lay audience; and excellent written and spoken communication skills.

The role will be part of our small team based in Old Street, London. The post is for 35 hours a week. We are happy to consider flexible working arrangements during normal business hours, including home working. There will be regular meetings in London and travel outside of London, including occasional overnight stays.

Please send us an application outlining how you meet the selection criteria and your CV. Applications close 6 July 2016. Interviews will be held 28 July 2016.

Email: recruit@maternityaction.org.uk

Maternity Action
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Job description: Advice Worker/Legal Officer – Vulnerable Migrant Women

Reporting to: Senior Legal Officer

Accountable to: Director

Salary: £28,000 p.a.

Hours: 35 hours/week

Job purpose:

To deliver high quality advice on legal issues, training and information to third sector organisations working with vulnerable migrant women who are pregnant and new mothers; to undertake policy analysis and campaigning on issues affecting vulnerable migrant women and actively engage third sector organisations in this process; and to share learnings from the project.

Key tasks:

1. To deliver second tier advice on housing, financial support and entitlement to health care for vulnerable migrant women
2. To deliver training, courses, webinars, seminars, workshops and conferences
3. To write and update accessible resources (information sheets, model letters, podcasts and video podcasts), working with communications staff
4. To prepare briefing papers, CEDAW Shadow Report, responses to Government consultations and contribution to other policy and campaigning work
5. To communicate about policy and campaigning with third sector organisations and more widely using traditional and social media
6. To research opportunities for strategic litigation
7. Represent the organisation in face to face and online meetings and networks.
8. Undertake monitoring and evaluation, prepare reports for funders and disseminate learning from the project
9. To undertake other duties as may be required from time to time

Person description

Knowledge/Qualifications:

- Thorough knowledge of the UK immigration and asylum system (E)
- An understanding of one or more of the following areas of law: (E)
 - local authority support for pregnant women, new mothers and children who are vulnerable migrants;
 - benefits system as it relates to pregnant women and new mothers who are vulnerable migrants;
 - asylum support;
 - entitlement to health care for vulnerable migrant women who are pregnant or new mothers.
- Solicitor or barrister or OISC Accreditation (level 1) (D)
- Understanding of the legal and policy issues facing vulnerable migrant women who are pregnant or new mothers (E)
- Knowledge of organisations which support vulnerable migrants (E)
- Understanding of women's rights (E)

Experience:

- Experience in delivering advice on legal issues to a lay audience (E)
- Experience in developing and delivering training courses (D)
- Experience of policy and campaigning (D)
- Experience of working in a small team (D)

Skills:

- Ability to verbally communicate complex legal information to a lay audience in an accessible way (E)
- Ability to communicate complex legal information to a lay audience in an accessible way in written form (E)
- Ability to research and analyse legal and policy issues (E)
- Good computer skills, MS Word and MS Excel (E)
- Good teamwork (E)

Circumstances:

This post is for three years and may be extended.

The post involves regular meetings in London and travel outside of London, including occasional overnight stays.