

Quakers in  
Britain



# Application Pack

## Campaigns Coordinator



# Introduction



**Tanya Jones**  
**Climate justice lead**

**This is an exciting time to join us and make a real impact.**

At Quakers in Britain, we are working to bring Quaker values of peace and sustainability to the world, and to support the Quaker community.

Our climate justice and peace work is central to this. Quakers have long been engaged in work for peace, and over the last decade, we have also become an increasingly effective part of the climate justice movement. Our campaigns coordinators carry out a vital role in supporting Quakers in Britain (QiB) to carry out effective campaigning and advocacy, working to strengthen the climate justice and peace movements and supporting individual Quakers and Quaker communities throughout Britain to engage with and act on these issues.

We hope the information in this pack will fire your interest. Quakers are inspired by faith to work for a just, peaceful, and sustainable world. Our staff team share those values and

support that work as we seek to increase our impact.

This application pack background contains information about Quakers, the salary and benefits of working for us along with the job description/ person specification for the post.

If you want to join our friendly, collaborative team we look forward to receiving your application.

You will find in this application pack background information about the Quakers, salary and benefits of working for us along with the job description/ person specification for the post.

Regards,

**Tanya Jones**  
Climate justice lead

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If you would like an informal chat about the role before applying, please email Tanya at [tanyaj@quaker.org.uk](mailto:tanyaj@quaker.org.uk).



## About Quakers

The Religious Society of Friends (Quakers) is a radical faith group with its roots in Christianity. It emerged in the mid-17th century as a group with no separate priesthood, and with a form of worship based in silence.

Quakers have been committed to peace, equality, simplicity and integrity throughout history, and are known for work to bring about social change over the years, such as on the abolition of the slave trade, the relief of suffering in wartime, improving living conditions for factory workers and the introduction of same-sex marriage.

You can read more about the story of Quakers at [www.quaker.org.uk/faith](http://www.quaker.org.uk/faith).

## About Quakers in Britain

We are the charity that works with and on behalf of all Quakers in Britain. Our staff and committees provide support and events for around 18,000 Quakers, who worship in 456 local meetings across Britain.

Supporting Quaker communities is a key part of what we do. We have staff working within reach of every Quaker meeting in Britain. They work closely with local Quakers to identify their spiritual and practical needs and help them become stronger and more connected. We are on hand to help Quaker communities thrive.

We organise Yearly Meeting, the annual assembly of the Quaker church in Britain. It's when Quakers gather in worship to connect, explore current concerns and discern the way ahead. This Spirit-led decision-making guides our work.

Quakers are inspired by faith to build a better world. We take forward this work for peace and social justice and raise public awareness of Quaker faith and values.

We are a registered charity with an annual turnover of around £10m. Responsibility for the charity lies with the fifteen trustees of Quakers in Britain, appointed from among the Quaker community.

The work of Quakers in Britain is carried out through six departments:

- **Quaker Life** supports Quaker communities in their life and worship, oversees Quaker outreach, provides training and organises events for children and young.
- **Quaker Peace & Social Witness** runs programmes supporting peace, economic justice, sustainability and criminal justice, through campaigning, training, placements, community empowerment and by supporting Quakers in local activity.
- **Quaker Church Affairs** manages the governance, events, and the shared identity and discernment of Quakers. It is underpinned by work on equity and justice in these structures.
- **Quaker Communications & Fundraising** promotes public awareness of Quakerism, provides advocacy, media, web and publications services to the organisation, and oversees fundraising from Quakers, Quaker meetings and Trusts.
- **Quaker Finance & Property** oversees the budget and finances of BYM, the work of our commercial trading subsidiary and our ethical investment portfolio and properties.
- **Quiet Company** is our wholly-owned trading subsidiary. It operates Friends House as a major conference venue and runs the building facilities. It also runs our Yorkshire office and Swarthmoor Hall, the historic home of Quakerism located in Cumbria. Each year, the Company gift-aids any profits or surplus to the charity to support and enable Quaker work [www.quietcompany.co.uk](http://www.quietcompany.co.uk).

You can read more about the governance structures of the Quaker organisation in Britain here [www.quaker.org.uk/structure](http://www.quaker.org.uk/structure).



You can download our Trustees annual report and financial statements here:  
[www.quaker.org.uk/annualreport](http://www.quaker.org.uk/annualreport).



# Our values



## Our Values

Quakers live by core values that flow from our faith. They are central to our relationships with other people and with the earth:

### Peace

Quakers are best known for their deep commitment to peace. But we don't simply oppose war. We tackle the root causes of violence and challenge the systems that lead to war.

### Equality and justice

Quakers believe everyone is equal. This leads us to challenge injustice and work with people who suffer injustice. We oppose all forms of discrimination and champion diversity.

## Truth and integrity

Quakers strive to speak the truth with love. Treating others as we would want to be treated means being both honest and respectful in our words and actions.

## Simplicity and sustainability

Quakers try to live simply and focus on the things that really matter: the people around us and the natural world. We call for a sustainable way of life that puts people and planet first.

The process of living out our faith is often called Quaker Witness – you can find out more about Quaker work by listening to our podcast: [www.quaker.org.uk/podcast](http://www.quaker.org.uk/podcast).



# Working for Quakers in Britain



Quakers in Britain is a national charity employing 150 people. Our staff work remotely and from offices in London, Leeds and Cumbria. Its purpose is to work for, with and on behalf of Quakers across Britain.

## About our organisation

Quakers is the name most commonly used for the Religious Society of Friends. Although we have our roots in Christianity, we also find meaning and value in the teachings and insights of other faiths and traditions.

In Britain there are about 18,000 Quakers. We have 456 local Quaker Meetings, grouped into 72 'area meeting' charities. All these charities are affiliated to Britain Yearly Meeting.

Quakers in Britain is a charity, formally known as 'Britain Yearly Meeting of the Religious Society of Friends'. The trustees are appointed by and accountable to British Quakers; and because this work is done for and on behalf of Quakers from the whole of Britain, the work we do is known as 'centrally managed work'.

## A Quaker workplace

We aim for our workplace to be consistent with Quaker values - broadly the same as most well-run progressive organisations. For example:

- We expect staff to respect each person regardless of age, race, religion, gender, transgender status, sex, sexual orientation, disability, marital or civil partnership status
- We work to avoid unjustifiable and unlawful discrimination in our employment practices
- We strive to follow good employment practice, with clear and supportive line management
- We have a 1:4 ratio between the lowest and highest salaries
- We aim to be open and honest in all our work
- We avoid titles such as 'Mrs.' or 'Mr'

- Very few jobs with BYM are restricted to Quakers, although about 1/3 of the staff are Quakers or linked to Quakers in some way.

## The Quaker way of life

The Quaker way is based on silent worship, as a way to help people connect directly to God. Quakerism began in Britain in the 17th Century. Its roots are in radical Christianity, although today not all Quakers call themselves Christian.

Quakers share a way of life rather than a set of beliefs. We seek to experience God directly, within ourselves and in our relationships with others and the world around us.

Quakers are ordinary people, who try to live their values they can. This leads many Quakers to work for a better world.

Values that are important to us include truth and integrity; simplicity; equality; peace; and sustainability.

You do not need to be a Quaker to worship with us at one of our meetings.

## You can find out more:

- From our website: [www.quaker.org.uk](http://www.quaker.org.uk).
- By reading Advice and queries which is an introduction to Quaker belief. Read it online at <http://qfp.quaker.org.uk>.
- By visiting the Quaker Centre at Friends House, which has leaflets and books, and volunteers who can answer questions.
- Or by requesting a free information pack from [www.quaker.org.uk/more-information](http://www.quaker.org.uk/more-information).

# About the team



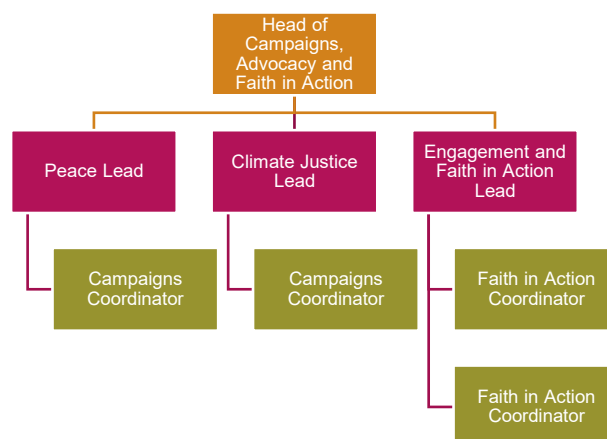
## Campaigns, Advocacy and Faith in Action

The role is part of a small Campaigns, Advocacy & Faith in Action team within our Quaker Peace & Social Witness (QPSW) department.

QPSW's work is both local and global. In Britain we promote peace education, support action for climate justice and campaign for non-militarised approaches to security. Overseas we support peacebuilders in East Africa and work for a just end to the occupation of Palestine. We seek to fill the gaps, to work where help is most needed, alone or with others.

QPSW Central Committee (the committee of Quakers that oversees and guides our work) has identified climate justice and peace as key themes for our work over the next few years. Our strategy recognises that these issues are often interlinked with other major crises including a rise in inequalities, state violence, overt racism, and a growing threat to the right to peaceful protest.

Through all our work, we encourage Quakers and others to take a structural approach – recognising that many of the challenges we face are shaped by power hierarchies, historical injustices and an economic system that exploits people and the Earth. This leads us to work for a 'just peace', a peaceful world which is underpinned by principles of equality and justice. This means working for an end to oppression and discrimination – including the need to examine whether our own actions may be contributing to this. Many of the ends we work towards, historically and currently, are long term and require patient, and creative work over years or decades.





## Overview of the role

This is one of two campaigns coordinator roles working to implement our strategy. The role holder will be working as part of a small team to coordinate and communicate centrally led campaigns on our core themes of climate justice and peace. They will support individual Quakers and Quaker communities throughout Britain to engage with these and to play a distinctive and effective role in the climate justice and peace movements. They will be expected to work flexibly across climate justice and peace issues, working with other team members and with the support of the relevant policy specialists.

The initial priority for the work will be to support our climate justice campaigns. In recent years this has included campaigning for 'loss & damage' finance for communities most severely impacted by climate breakdown and encouraging financial service companies to end their support for fossil fuel projects as part of a just transition. To maximise impact, much of our work is done alongside partners and with networks such as Faiths for the Climate or the Make Polluters Pay campaign.

The role holder will develop engaging content to promote understanding of our approach and support and accompany Quakers taking part in this important work. They will develop creative and accessible ways for Quakers to engage in our campaigns as this area of work develops.

By building effective relationships with Quaker campaigners and helping us to gather learning information, the role holder will help Quakers in Britain learn more about the effectiveness of our current approaches. They will also provide logistical support for and contribute content to events and activities such as online workshops. Future campaigns will be developed according to organisation priorities, so this role will suit someone who is passionate about and able to join the dots between a

range of peace and social justice issues and is excited by the possibilities this brings. The role holder will be working to an agreed workplan, but there is considerable scope for creativity and for contributing to the future direction of the work.

We do much of our work through coalitions, so as well as working with the Quaker community, this position will give the role holder the opportunity to work with and contribute to a wide range of partners and networks to strengthen social change movements and maximize collective impact. In addition to campaigns and advocacy colleagues, the role-holder will work alongside two 'faith in action' colleagues who support Quakers with their own community-led projects, support skills and networking. They run networking events so that Quakers can make connections, learn from, work with and inspire each other.

In summary, the role of the Campaigns coordinator is to:

- Support Quakers in Britain (QiB) to carry out effective campaigning & advocacy work especially on climate justice and peace issues.
- Support Quakers throughout Britain to contribute to QiB priority campaigns and to play a distinctive and effective role in movements for social change.
- Design, implement and evaluate campaigning activities, working with colleagues, partner organisations and interested Quakers.
- With colleagues, ensure that QiB's priority campaigns are well communicated across a range of appropriate media channels.

## 1. Key accountabilities and main tasks

### Climate justice and peace work

- Represent Quakers in external networks and coalitions, through





meetings, working groups etc., to support effective action for climate justice and peace.

- Develop communications content and resources to support Quakers to understand and take action for climate justice and peace. This might include developing comms plans, newsletters, press releases, toolkits, leaflets, video and web content.
- In line with agreed priorities, deliver workshops, talks and events to inform and excite Quakers about Quakers in Britain's work, highlight its spiritual roots and invite the Quaker community to be part of this.
- With colleagues, support Quakers to share their experience and stories of locally led witness on climate and peace issues, to promote shared learning, inspiration and outreach.
- Support the development of policy work, for example by monitoring and summarising social and political developments, carrying out research and drafting briefings and consultation responses.

### **Campaigns coordination**

- Develop and contribute to creative campaigns to inspire and mobilise Quakers throughout Britain to take effective action on priority issues. This may be in collaboration with others – including other Quaker bodies, coalitions or interfaith networks.
- Be adaptable to fast changing situations, including changing focus of tasks and acquiring new skills or knowledge through training and experience (including sometimes undertaking activities you have little or no experience of).
- Develop communications and resources (including digital tools) that

support Quakers to understand and take action on priority campaign issues.

- Support Quakers to campaign effectively through workshop delivery, accompaniment, networking and resources.
- Act as a first point of contact for enquiries about QiB priority campaigns, responding to email and telephone queries.
- Contribute to organisational mapping in order to better understand and grow our activist network
- Coordinate a Quaker presence at peaceful public protests, vigils and lobbying events related to QiB's priority campaigns

### **Other responsibilities**

- Carry out some administrative tasks e.g. maintaining records, updating contact lists, coordinating room bookings and events, setting up monitoring mechanisms, managing resource requests.
- Work with a volunteer governance committee who support and guide the work, including contributing to written and verbal reports, proposals for new work and participating in governance discussions when required
- Contribute to monitoring and evaluation systems and to shared learning practices - contributing to a learning culture across QiB.
- Contribute towards fundraising – through for example capturing stories of impact, events and input into bid writing.
- Help to ensure that the Quaker commitments to equality and nonviolence are incorporated across the work and that the work embeds



and promotes anti-racist and anti-oppressive practice.

- Participate in team meetings, liaise with communications staff and other colleagues, and contribute to a dynamic programme of work.
- Act as a staff link to selected Quaker Recognised Bodies.

## **2. Intellectual demands**

- Good level of understanding of climate justice issues and their connections with peace and economic justice.
- Good level of understanding of how change happens politically and socially.
- Ability to work effectively in diverse coalitions.
- Ability and willingness continuously to develop knowledge, in particular about campaigning and movement building methods, climate justice and peace.
- Ability to research, identify and analyse relevant information and use this to inform future work development.
- Ability and willingness to understand and engage with Quaker processes and a sympathy with a faith-based approach to the work. Quakers express their faith in diverse ways and are not necessarily typical 'activists'.
- Ability to communicate with sensitivity and diplomacy. The post holder will need to take account of the diverse opinions, interests, needs and requests of others.

## **3. Judgements**

The post holder will be expected to work within the framework of agreed workplans and priorities, with direction and support from their line manager.

It will also be necessary for them to work alone and make judgements, including about prioritisation, workload management, and when to check with colleagues before acting.

## **4. Use of resources and communications**

The role carries no budgetary responsibility, though the post holder may be asked to contribute to budget setting.

The post holder will be expected to use programme resources effectively, and in a way that aligns with QiB values and ethical commitments.

### **Internal Communication – 60% of time**

Contact will mainly be with colleagues in the campaigns, advocacy and faith in action team, other staff within Quaker Peace & Social Witness, and the Communications & Fundraising department.

### **External Communication – 40% of time**

Contact will mainly be with Quakers and others involved in our priority campaigns, Quaker committees, and partner organisations and networks.

## **5. Working conditions**

- The role is ordinarily based at Friends House in London. Due to the nature of the role, the postholder will be required to spend a significant amount of time at Friends House but may be based at other locations by agreement. This will only be considered where the postholder is

within two hours reach of London and is practicably able to travel frequently and (sometimes at very short notice) to Friends House. Frequency will vary and be determined by operational need. Should a location other than Friends House be agreed as the workbase, no London weighting will apply. However, reasonable travel expenses to London will be paid for by Quakers in Britain.

- Some flexibility to work from home is possible, subject to a suitable work environment and minimum 'office time' requirements being met.
- Core working days are Tuesdays and Thursdays. This is necessary to support cross-organisational and team coordination.
- In addition to the above, it will sometimes be necessary to work away from home at other locations, mainly in the UK but possibly overseas. This may require overnight stays. Reasonable travel and accommodation expenses away from your agreed workbase will be paid for by Quakers in Britain.
- It will also be necessary to undertake some work outside of normal office hours. Up to 10 weekends a year may be affected by work commitments, for which Time off in Lieu will apply.

The role is primarily office-based with no unusual physical demands required of the post holder. Physical and emotional demands of the post include:

- Extensive VDU use in an open plan office.
- High levels of sustained concentration to support analysis, effective listening and facilitation.
- Some aspects of the work may involve travelling alone with equipment, preparing workshop spaces by moving furniture, etc. This

can be mitigated through reasonable adjustments if necessary.

- Working on challenging issues with a wide range of people can be emotionally demanding and requires inclusivity, sensitivity and cultural adaptability.
- Helping to manage safeguarding, pastoral, and accessibility needs at events, with support from events team and other colleagues as needed.

### **9. Other Responsibilities:**

- To undertake duties and responsibilities commensurate with the post
- Responsible for ensuring that QiB's Safeguarding Policy is adhered to in all aspects of the role
- Responsible for ensuring that QiB's Equal Opportunities Policy is adhered to in all aspects of the role
- Responsible for ensuring that QiB's Health & Safety Policy is adhered to at all times
- Responsible for ensuring that QiB's commitment to sustainability is adhered to in all aspects of the role
- Responsible for ensuring that QiB's Staff handbook is adhered to at all times.
- A commitment to championing equity, diversity and inclusion in our workplace community.

### **Safeguarding Requirements:**

- Completion of mandatory training modules on safeguarding adults and children, including annual refresher training.



## Essential Knowledge

- An understanding of the role of campaigning and advocacy in creating social change.
- Good level of understanding of climate justice issues.
- A knowledge of, and sympathy with, Quaker values.
- A good understanding of equity, diversity and inclusion in the workplace
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## Essential Experience

- Experience of developing and running campaigns for positive systemic political, economic and social change.
- Experience of using a range of tools to creatively engage and support people in campaigning.
- Ability to demonstrate a good understanding of, and commitment to equality, diversity and inclusion in the workplace.

## Essential Skills

- Excellent interpersonal skills with the proven ability to communicate and build effective working relationships with a broad range of people with differing levels of knowledge and experience
- Excellent written communication skills, with the proven ability to create appealing and engaging content for different media and audiences.
- Ability to carry out online research efficiently, including on unfamiliar topics, and to summarise, analyse, draw conclusions and make recommendations from information gathered.
- Ability and willingness to work independently on a project (such as

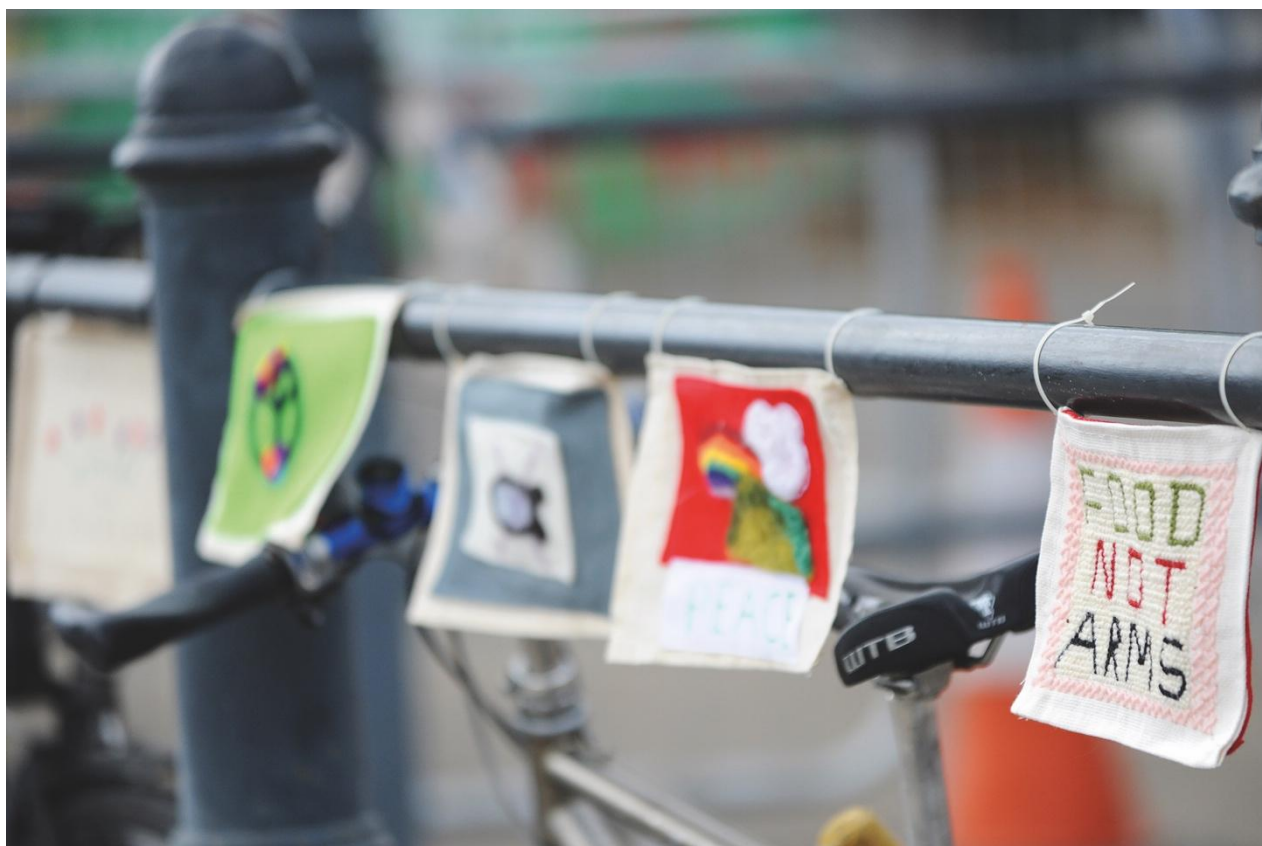
an event or publication) while following an agreed brief.

- Ability to reflect on and evaluate the effectiveness of work undertaken.
- Good organisational skills, with a systematic approach to record keeping.
- Good general IT skills using the standard Office package, electronic supporter mailing software and contact databases (or willingness and ability to learn).

## Desirables

- Experience of working with faith communities.
- An understanding of Quaker structure and processes.
- Good level of understanding of climate justice issues and their connections with peace and economic justice.
- An understanding of the British political context.
- Experience of developing and facilitating workshops and delivering talks.





# Salary & benefits



## Salary

£29,472 (£36,840 pro-rata) per annum,  
plus £5,200 (£6,500 pro rata) London  
weighting (if applicable)

## Location

The role is ordinarily based at Friends House in London. Due to the nature of the role, the postholder will be required to spend a significant amount of time at Friends House but may be based at other locations by agreement. This will only be considered where the postholder is within two hours reach of London and is practicably able to travel frequently and (sometimes at very short notice) to Friends House. London-based staff can work at home some of the time by agreement. (see Working Conditions)

## Hours of work

28 hours per week, to include Tuesdays and Thursdays.

## Flexible working options

We are open to discussions about flexible working patterns.

## Holiday

27 days a year plus bank holidays and three days for Christmas closure.

## Subsidised café

We have an on-site café which provides subsidised meals as well as a bookshop selling ethically sourced goods.

## Cycle to work scheme

We offer a cycle to work scheme which helps you save money on a new work bike and spread the cost of the bike over monthly tax-free instalments.

## Annual Season Ticket Loan

We will provide with a loan of up to £7,500 to cover the cost of your season ticket repayable in 11 monthly instalments.

## Sabbatical scheme

Staff are able to take a nine-month unpaid sabbatical leave after five years' continuous service.

## Pension scheme

Quakers have a generous pension scheme where we contribute 8% of your salary and you contribute 3% of your salary. You have the option to increase your contributions should you wish and to pay your contributions via salary sacrifice.

## Sick pay scheme

We have a very generous sick pay scheme:

If you have less than 12 months service, you are entitled to full sick pay for 3 weeks followed by three weeks at half pay.

After 1 years' service, you are entitled to full sick pay for 3 months followed by 3 months at half pay, subject to a maximum of six months since the start of your service.

After 4 years' service you are entitled to full sick pay for six months followed by six months at half pay, subject to a maximum of 12 months.

## Private Health Insurance

If you are off work due to sickness for more than 52 continuous weeks you will be eligible, subject to requirements of the scheme, to sick pay.

## Employee Assistance

Quakers offers access to an independent, confidential employee assistance programme, which is available 24 hours a day.

## Family Friendly Policies

Our family friendly policies give enhanced maternity and adoption leave. After one year's service by the 15th week before your baby is born or you adopt, you will be entitled to six weeks at full pay, 20 weeks at half pay and 13 weeks at SMP. Parents expecting multiple births will receive an additional two weeks of parental leave. Staff undergoing IVF treatment will receive 10



days paid leave to attend their appointments and up to 5 days paid leave for staff who wish to accompany their partner to appointments who are receiving IVF treatment in any 12-month period.

# How to apply



Quakers have a faith commitment to equality and encourage and welcome applications for posts from people of all identities and backgrounds. As a result of our recruitment practices, individuals will be selected only based on their relevant skills, experience, qualifications and abilities. We work hard to ensure that a candidate's age, belief, disability, ethnicity, gender, gender reassignment, marital status, nationality, neurodivergence, race, religion, sex, sexual orientation or social class will not be a barrier to working for Quakers in Britain. As a Quaker organisation we expect all applicants and employees to uphold our values.

We aim to operate an equitable and user-friendly application process for all candidates. If you need any reasonable adjustments during the application process, please contact our People Team.

Quakers in Britain is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share and uphold this commitment. Our recruitment and selection process reflects our commitment to safeguarding, and the suitability of all candidates will be assessed during recruitment in line with our Safer Recruitment guidelines. Successful candidates will be subject to pre-employment checks in line with these guidelines.

The successful candidate will be required to undergo Safer Recruitment pre-employment checks, including:

- Right to work check
- References, including your current line manager

Apply online at [www.quaker.org.uk/jobs](https://www.quaker.org.uk/jobs).

The closing date for applications is:

**8am on Monday 8 December 2025.**

We will consider your application immediately after the closing date and get in touch with you as soon as possible.

Interviews will be conducted at our London offices on Tuesday 6 or Wednesday 7 January 2026.

