

Labour International Executive Committee (LIEC)

Disabilities and Carers Officer

Job Role

Who are we?

Labour International (LI) is the constituency party for UK Labour Party members living abroad.

LI has seen considerable changes in the last 5 years: a massive increase of membership from 700 to over 3,000 members and an increase of branches from 7 to 25 branches. The structure of LIEC has also changed from a small executive of 6 members to one of 14 members and also co-opted non-voting members. This has resulted in an explosion of member and branch activism. This role is particularly important given the government's scandalous PIP, benefits, services and employment requirements with respect to people with disabilities.

The LIEC is the administrative body of LIEC. The officers act in a voluntary capacity and are elected by LI members every two years. The principle role of the LIEC is to ensure that LI runs smoothly and effectively.

We also have a delegate-based General Committee (GC) that is responsible for determining LI policy.

What will be your role?

This is a key volunteer role and offers an opportunity to be at centre stage of transforming LI into an active and connected CLP, campaigning to promote Labour Party policies and a Labour Party victory in General Elections. This role is varied, exciting and can make a real difference to LI – not just to members with disabilities or carers but in terms of how the whole CLP operates in terms of member involvement and accessibility.

Your main aims are:

- Contributing to LI becoming an outward looking CLP by ensuring that LI members are up-to-date with LI and LP business, so that they can work together for a Labour Victory.
- Making sure that the voices of members with a disability and those with carer responsibilities of family members who are registered disabled are heard within LI
- Campaigning on disability – playing a leading role in making sure that LI campaigns includes disability issues within the Labour Party and beyond.
- Ensuring that everything that is feasible and possible is done to ensure the full participation of members with disabilities members or carers in the Labour Party
- Together with LI equality officers, taking steps to ensure that young, women, BAME and LGBT+ members, and members with disabilities and/or their carers,

are adequately represented and supported.

- With the LIEC, working to ensure that members of LI are not subjected to harassment or abuse within LI and the LP, including at branch and group meetings and online.
- Ensuring that LI members are aware of the [guidelines and code of conduct](#).

Some ideas of what your role could include:

The disabilities and carers officer is the key representative of members with disabilities, ensuring that members with disabilities, or who are carers of family members who are registered disabled, are able to be fully involved in the work of LI as well as taking a leading role in making sure that the campaigning work of LI reaches out and engages with voters with disabilities.

Working with other LIEC officers, and talking to LI members, you can decide the priorities of how this role should be developed and what is needed for the smooth running of LI. Here are some ideas of what this might involve:

- Promoting the involvement of members with disabilities in LI and ensuring that LI activities and meetings are relevant and accessible to members.
- Welcoming new members with disabilities and their carers to LI.
- Encouraging LI to issue an equalities monitoring form so members with disabilities members can self-identify.
- Listening to members with disabilities and carers views and ensuring that they and their issues are reflected in Labour's policy making.
- Running events that members with disabilities and carers can access, including training, policy development and social events.
- Working closely with LIEC and branch officers to ensure the concerns of the disabled community are reflected.
- Working with other LIEC members and volunteers to make sure that LI's social media and web access policies fully meet the needs of members with disabilities and carers.
- Making it possible for members with disabilities to make the jump from member to activist.
- Bringing members and carers together to empower each other and gain the knowledge and skills they need get involved.
- Campaigning to make the LP national conference fully accessible to attendees and to ensure members with disabilities are able to sit and socialise with their CLP delegation
- Campaigning to raise the issue of the needs of LI members who are carers of registered disabled family members, to enable them to become fully active in the Labour Party
- Reaching out to disabled people through local campaigns, and working with disability organisations in the constituency to engage voters, highlight issues, and get a better deal for disabled people.
- Reporting back to the LIEC on your activity, campaigns and community work and highlighting any forthcoming events or campaigning.
- Acting as a LI link to Disability Labour, the party's national affiliate representing disabled party members, and promoting participation in their national events within LI

- Working closely with LIEC and branch officers, making sure party meetings are accessible and relevant to members with disabilities and carers, advising on things such as accessible venues and printed materials, and ensuring that members with disabilities are encouraged to stand for the LIEC and other positions.

It could also include:

- Making sure that all LI members with disabilities/carers know how to contact you and welcome them to LI.
- Getting branches to do an audit on disability and carer access to local meetings and assisting them to make meetings and activities more accessible.
- Providing LI members with information on the needs of disabled people and their carers.
- Setting up consultation meetings, exchanging speakers and running campaigns relevant to disabled people and their carers in the local area.
- Encouraging branches and local groups to use videoconferencing for meetings and other tools to increase access
- Ensuring feedback regarding access and inclusion from members with disabilities and their carers is passed onto the LIEC.
- Setting up a disability forum in LI to support you in your work.
- Considering running a survey for disabled and carer members on their interests, training needs and the support they would need to get active.
- Working with the LIEC education, training and information officer to encourage members with disabilities and carers to become more involved in LI and in community activity.
- Encouraging members with disabilities to attend the Labour Party national conference.
- Working with the LIEC to ensure that LI meetings are accessible, interesting and relevant to members with disabilities and carers.
- Actively encouraging people with disabilities to contribute to discussions, and stand for election to the LIEC.
- Encouraging members with disabilities and/or their carers to write articles for the LI newsletter.

For more information visit; <https://www.labourinternational.net/the-licc/job-role-disability-officer/>

What skills/knowledge should you have?

- You will need regular personal access to the internet.
- A working knowledge of the party organisation at branch, CLP and national level, and the LP and LI Rules and Standing Orders
- An understanding of the communication and information needs of LI members with disabilities.
- You will need to be organised and able to prioritise work effectively under tight deadlines.
- Good communication skills and knowledge of a range of appropriate tools to facilitate this
- Ability to develop policy.
- Ability to represent LI to the Labour Party centrally and secure support for LI initiatives.

- Regular access to the internet and social media that are sympathetic to the needs of members with disabilities.
- Knowledge of issues that affect members with disabilities in the Labour Party and in communities.

What you can bring to the job

- Friendly and approachable
- Enjoy working collaboratively.
- A willingness to learn from others and also take the initiative
- An ability to change, adapt and work proactively.
- The ability to motivate and persuade
- The ability to delegate and develop and create a team.
- Have enthusiasm and commitment
- Organised

Lines of Communication

You will be a voting member of the Labour International Executive Committee (LIEC) and will work closely with the LIEC and General Committee. You will also work alongside volunteer LI members, making sure you work together as a team.

How much time will all this take?

You will need to be available at weekends to attend LIEC, GC and some All Members Meeting meetings.

You are likely to be extra busy during local and general election times.

How to apply

Elections for all LIEC roles take place in odd-numbered years. By-elections may be held at other times if there are vacancies.

Labour international members are notified when nominations are open, and provided with instructions and a nominations form to fill in and submit.

To apply as a candidate you need to write a personal statement of up to 200 words stating the skills you can bring and pointing out how you would develop this role.

You also need to be nominated by two other LI members or one branch.

This post is open to job share.

Useful links:

Labour International website <https://www.labourinternational.net/>

GLU - legal_queries@labour.org.uk

Rulebook - <https://labour.org.uk/wp-content/uploads/2020/04/rulebook-2020.pdf>