

Labour International Executive Committee (LIEC)

Women's 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 varied, exciting and can make a real difference to LI – not just to women members but in terms of how the whole CLP operates. In a world where women have taken the brunt of austerity measures, never has the role of Women's officer been so important.

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. The Women's Officer is the key representative of women members on the LIEC, and works to ensure that women are fully involved in the work of LI as well as taking a leading role in making sure that the campaigning work of the LI reaches out and engages with women voters.

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 Labour women are heard within LI
- Building a party for women – this means working to make sure that women in LI are supported, involved and engaged
- Campaigning with women – playing a leading role in making sure that LI campaigns win women's vote. Together with LI equality officers to taking steps to ensure that young, women, BAME, LGBT and disabled members are adequately represented and supported.
- With the LIEC, work 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.

- Ensure that LI members are aware of the [guidelines and code of conduct](#).

Some ideas of what your role could include:

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 women members LI activities and making sure that meetings are relevant and accessible to women.
- Making sure that all LI women know how to contact you and welcome new women members to LI.
- Listening to women's views and ensuring that they are reflected in Labour's policy making.
- Running events for women members, including training, policy development and social events.
- Working to recruit more women into the Labour party and helping women members make the jump from member to activist.
- Contributing and developing the LI Women in Labour Facebook group and LI women's forum.
- Attending the LP national womens conference as part of the LI delegation to LP national conference, and encouraging women to send motions to the LP Womens and Annual Conferences.
- Reaching out to women in the wider community through local campaigns, and working with women's organisations to engage women voters and highlight issues.
- Bringing women together to empower each other and gain the knowledge and skills they need get involved.
- Working to ensure that women members of LI are not subjected to harassment within LI and the LP as a whole, including at branch and group meetings and online.
- Work with the LIEC education, training and information officer to encourage women members to become more involved in LI and in community activity.
- Working with LIEC to ensure that women's concerns are included in policy debates.
- Actively encouraging women to stand for election to LIEC and branch executives.
- Encourage women to support campaign that affects women in the local area.

It could also include:

- Running a survey for women members on their interests, training needs and the support they would need to get active.
- Holding All Members Meetings open to men and women to explore issues that affect women.
- Encourage LI women to write articles for the LI newsletter.

For more information about your job role visit:

<https://labour.org.uk/activist-hub/local-party-resources/local-party-guides/local-roleholder-descriptions/clp-womens-co-ordinator-role-description/>

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
- You will need to be organised and are able to prioritise work effectively under tight deadlines.
- Able to use, or are willing to learn how to use LI communication tools such as email, word documents, Slack and social media.
- Good communication skills.

What you can bring to the job

- Friendly and approachable
- Enjoy working collaboratively as part of a team including information-sharing.
- 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

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>

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