

CAMCYCLE



Infrastructure Campaigner Job description and person specification

Empower local communities in the Cambridge region to campaign for zero-carbon streets

Salary: £29-32K pro/rata

Hours: Flexible, around 32 hours/week. Some weekend/evening work required.

About us

Camcycle (Cambridge Cycling Campaign) works for more, better and safer cycling, for all ages and abilities, in and around Cambridge, where half the population cycles at least once a week. We are a democratic, member-led charity, with over 1,600 subscribed members and many volunteers. We have three members of staff and a summer intern and we are now recruiting an infrastructure campaigner to provide the technical support our volunteers and staff required to continue to expand our work.

Our work includes:

- Creating and communicating our vision for a healthy, sustainable and thriving region enabled through active travel.
- Campaigning for the changes and infrastructure we need to make cycling accessible, safe and attractive.
- Responding to planning applications and public consultations.
- Organising events including our Cambridge Festival of Cycling, Reach Ride with 1,000 participants, stalls at community events, workplace information sessions and campaigning meetings.
- Publication of print and digital cycling advocacy materials including leaflets for students, our quarterly print newsletter and blogs and social media posts.
- Representing the interests of people who cycle to the media and public bodies such as the council.

About you

We welcome applications from all backgrounds, provided you can demonstrate you have researched what we do and you can provide us with compelling evidence of how you can apply your skills and experience to help us achieve our mission. You must have a high-level of technical knowledge about cycling infrastructure and planning policy and a solid understanding of the benefits of integrated sustainable transport and land use planning, policy and practice. You will show an aptitude to quickly come to grips with the complicated political environment in which Camcycle operates and understand the national political context.

You will be exceptionally well-organised, very detail-oriented and have strong skills with the relevant technology. You will need to be a good communicator and a natural collaborator who is comfortable reaching out to and forming strong working relationships with various stakeholders and community groups. Your approach and knowledge will inspire trust and confidence in people and you will be able to summarise and explain complicated technical details, planning applications and developments in ways that will enable more people to get involved. Your collaboration skills will also shine online where a lot of our community building takes place including on social media and our members' discussion forums Cyclescape. You will be comfortable presenting to small and large audiences as well as delivering and facilitating training sessions and workshops.

We don't expect our staff to be 'keen cyclists' who cycle long distances and have deep knowledge about the mechanics of different cycles, however we are all deeply passionate about everyday cycling for all ages and abilities and understand the many benefits sustainable travel can provide for our environment and community.

Passion for the cause	<ul style="list-style-type: none"> - Passionate about everyday cycling and understand the many benefits sustainable travel can provide for our environment and community.
Interpersonal & communication skills	<ul style="list-style-type: none"> - Clear and confident communicator, high standards of written and verbal communication. - Able to enthuse and motivate others with your excellent social skills. - A good listener.
Specialist knowledge & skills	<ul style="list-style-type: none"> - Excellent knowledge of policy and best practice for cycling, walking and liveable neighbourhoods with previous work experience in these areas - Relevant work experience in either planning, policy, behaviour change or engineering - Strong IT skills in relevant applications - Comfortable using social media and discussion forums - Good at analysing complex information and able to work through large bodies of documentation and quickly identify and summarise key aspects. - Deep knowledge of relevant planning and infrastructure policies and standards
Flexible and autonomous working style	<ul style="list-style-type: none"> - Trustworthy and able to handle responsibility. - Efficient with strong organisational and time-management skills. - Self-motivated and able to work on your own initiative. Able to make decisions where appropriate and prioritise your own workload. - Adaptable to change and able to cope with ambiguous environments. - Flexible and able to work occasional evenings and weekends.
Additional requirements	<ul style="list-style-type: none"> - Travel by cycle locally and by public transport for longer distances. - Smart and presentable appearance when required. - An aptitude for identifying opportunities for improvement. - Eligible to work in the UK without sponsorship.
Other desirable skills and experience	<ul style="list-style-type: none"> - Experience (volunteer or employed) of voluntary organisations and/or of committee work - Professional qualifications in transport planning, policy, engineering - Drafting and modelling software packages, GIS (geographic information system) mapping systems. - Using statistical analysis to examine and evaluate data - Systems we use which includes Google Drive, Slack, Cyclescape, CycleStreets, Zoom, WordPress

About the role

Reporting to the Executive Director our Infrastructure Campaigner will be responsible for taking the lead of our Zero Carbon Streets campaign. Together with communities across the Cambridge region, we want to create a vision of an inspiring zero-carbon future and show decision-makers the important role that cycling and walking can have in tackling the climate crisis.

Our infrastructure Campaigner will grow Camcycle's reach and impact by enabling local people to campaign for more, better and safer cycling. They will provide advice about infrastructure and relevant policies. As a member of a small and busy team they will need to work independently and with a lot of initiative as well as being a good team player who contributes to all organisational activities, even those not directly related to the role.

Responsibilities	%
Supporting volunteers and expanding our reach <ul style="list-style-type: none"> - Developing local and regional groups and to increase their campaigning activities. - Support volunteers on responses to planning applications and consultations where required, taking the lead to ensure responses are prepared in a timely manner. - Identify key stakeholders across the region and develop strong relationships and alliances. - Support councillors, parish councils, head teachers and other local groups/leaders etc. who wish to develop policies to support their local efforts to improve cycling. - To offer support, advice, and training to community groups and workplace champions to be advocates of walking and cycling. - Develop resources and guidelines to support volunteer campaigning work. E.g. 'Guide to responding to planning applications'. 	30%

- Work with the Executive Director and relevant volunteers / systems providers to implement a system to track our activity so that we can measure the extent of our work and our impact.	
Campaigning - Work with Executive Director, Comms Officer and trustees to develop our flagship campaigns that will inspire and influence decision makers and the community (Zero Carbon Streets is a great example). - Work with the team to develop campaigning messages and materials. - Work with, contribute to and influence national campaigns and campaigning organisations where relevant e.g. around pavement parking, Highway Code amendments.	25%
Policy - Support Camcycle to develop policy positions and publish policy documents and ensure campaigning activities align with these. - Write or provide advice on written policy documents that detail our positions.	20%
Communications - Work with our Communications Officer to produce content about policy and campaigning activities for our website, magazine, weekly update, social media, annual report and press releases. - Provide interviews and quotes for print, TV and radio and other media when required. - Help develop campaign messaging to ensure alignment with policy and campaigning objectives. - Help raise the profile and influence of Camcycle and our campaigns by networking, representing Camcycle at events and conferences. - Comply with our branding, tone, key messaging and policies to positively represent Camcycle.	10%
Events - Support staff and volunteer team for events including the Reach Ride, Stall and community events and Festival of Cycling events. This may include marshalling, coordinating volunteers. Everyone pitches in for our events. - Support our monthly meetings by providing updates on current campaigning activities, chairing the occasional meeting, helping to arrange speakers. - Organise and lead on relevant training events, webinars etc for volunteers and stakeholders to develop their campaigning skills and infrastructure and policy knowledge.	10%
Participate in ongoing professional development - Ensure up to date with latest policies and developments in cycling and cycling campaigning.	5%

Benefits and other details

- 33 days holiday per annum, pro rata. Including bank holidays.
- Discounts with a range of retailers and services including discounted movie tickets.
- Flexible working hours.
- Option to occasionally work from home.
- Time off in Lieu for 'out-of-hours' work.
- Pension scheme in line with statutory requirements.
- Opportunity to attend training, conference and networking events in Cambridge and beyond.
- A Macbook to use for work.
- Convenient office location within an short walk or cycle from Cambridge North station.