

# DIGITAL PARTNERSHIPS COORDINATOR



## TO APPLY:

Email [ily@conversationoverborders.org](mailto:ily@conversationoverborders.org) with "Digital Partnerships Coordinator" as the subject. Attach your CV, a paragraph or two about why this is the role for you, and your availability. Applications close midnight 15th November.

## WHO ARE WE LOOKING FOR?

We are looking for an enthusiastic and driven individual who is interested in combatting digital exclusion to join our team to support with expanding our corporate partnerships and tech donations as a Digital Inclusion Assistant.

This is a volunteer role with a commitment of **4 hours a week**. Hours can be split and fixed around your schedule but you must have availability for **1 team meeting a week on Monday 12:30pm** and **Tuesday 2pm** the following week.

The ideal person would have an interest in or lived experience of migration or displacement. They will have knowledge of or a willingness to learn about the digital divide and how this impacts displaced populations. They will have prior knowledge of or experience working in building corporate partnerships and must be confident in working independently, with the support of the Digital Inclusion Coordinator.

## KEY TASKS AND RESPONSIBILITIES

- Working alongside the Digital Inclusion Coordinator to research, connect with, develop and sustain meaningful partnerships with companies aligned with our mission in combatting the digital divide and reducing e-waste.
- Adding additional digital inclusion organisations supporting refugees to our signposting document.

## WHAT DO WE OFFER?

- A flexible, friendly and supportive team environment.
- Qualified training opportunities, including Safeguarding, Mental Health, Diversity & Inclusion.
- Experience working in grassroots support with individuals with lived experience of displacement.
- A pre-paid work SIM.
- Playing an impactful role in our development and supporting refugees and asylum seekers to thrive in their lives in the UK.