Job Description for Ocean Campaigner

About us

We investigate and campaign against environmental crime and abuse.

Our undercover investigations expose transnational wildlife crime, with a focus on elephants and tigers, and forest crimes such as illegal logging and deforestation for cash crops like palm oil. We work to safeguard global marine ecosystems by addressing the threats posed by plastic pollution, bycatch and commercial exploitation of whales, dolphins and porpoises. Finally, we reduce the impact of climate change by campaigning to eliminate powerful refrigerant greenhouse gases, exposing related illicit trade and improving energy efficiency in the cooling sector.

About role

The Ocean Campaign seeks to improve the status of marine ecosystems and wildlife by reducing threats posed by marine plastic pollution, commercial fishing gear and commercial exploitation of whales, dolphins and porpoises.

We are seeking a new Ocean Campaigner to join our team and support our UK and European work in particular. The Ocean Campaigner will predominantly be focussed on our plastics campaign and lead on the related corporate and government policy workstreams, for example through campaigning for stronger European and UK laws on plastic consumption and waste, and by securing commitments and driving action from major UK supermarket retailers to reduce their single-use plastic and packaging footprint.

The role requires flexibility in response to the overall campaign needs, but we expect the Ocean Campaigner to take a lead role in responding to government consultations, conducting research and analysis, report writing, engaging decision makers and the media, and developing strategies to further our campaign objectives, including the scoping of new areas and liaising with other NGOs on collaborative projects.

Salary

£32,000 - £35,000, dependent on experience.

Deadline for applications

1 March 2020

Main purpose of position:

The Ocean Campaigner will be responsible for the day-to-day running of key aspects of the ocean campaign and help ensure the campaign strategy is implemented effectively and on time. The role requires good coordination with the communications department and with external partners.
Organisational matters:

The Ocean Campaigner will be line managed by the Senior Ocean Campaigner and will work in cooperation with relevant members of staff in all Departments to fulfil the responsibilities below. In the absence of their line manager, the Ocean Campaigner will report to the Head of Ocean Campaign.

Responsibilities:

Strategic Planning, Monitoring & Evaluation:

- Support the implementation of EIA’s oceans campaign strategy, playing a key role in the strategic development and implementation of the UK corporate and policy workstreams, in particular working as the EIA interface in UK NGO coalitions;
- Contribute to the production of the annual ocean campaign strategy and participate in EIA’s long-term strategic planning processes;
- Contribute to the campaign’s monitoring and evaluation processes and take responsibility for updating EIA’s campaign tracker and project management tools.

Research, Publications & Campaigning:

- Carry out detailed research into scientific and technical aspects of the campaign;
- Produce and support production of high-quality campaign materials, such as reports, briefings and videos;
- Attend relevant UK and international meetings and represent the campaign to a range of contacts, such as politicians, civil society, industry and the media;
- Assist in generating media coverage of the campaign and produce online content as requested, including blogs, press releases and social media, acting as the spokesperson for the oceans campaign where relevant;
- Develop and maintain a network of external contacts;
- Plan and participate in field investigations, as required

Information Management:

- Monitor and share media and other communications of campaign interest with other staff;
- Ensure contact lists under the Ocean campaign are kept up to date and are available to the team;
- Ensure all campaign paperwork and files are organised and accessible;
- Assist with responding to public enquiries relevant to the oceans campaign;
- Produce back to office reports (BTOR) according to the agreed template and ensure information from conferences and other events is highlighted to relevant members of staff;
- Write up notes from meetings and significant telephone calls and circulate to the rest of the team in a timely manner;
- Collaborate with other ocean team members to share responsibilities for managing team administration, including producing and sharing agendas for team meetings and circulating minutes;

Financial Planning and Budget Management:

- Monitor campaign expenditure and flag overspends to the relevant budget holder;
- Produce budgets for all project-related activities prior to expenditure and complete reconciliations, accurately reporting expenditure incurred during trips;
- Produce appropriate paperwork (e.g. purchase orders, expense claims) and keep a detailed log of expenditure.

**Income Generation:**

- Assist the Ocean Campaign Leader and Fundraising Department with campaign fundraising, including the production of reports and proposals for donors as requested;
- Share relevant leads and contacts related to potential fundraising opportunities with the Campaign Leader and Fundraising.

**Human Resource Management:**

- No line management responsibilities, but the ocean campaigner may supervise allocation of tasks for volunteers and review outputs