

Job description and person specification

Job title: Community Land and Gender Intern

Hours: 21 hours a week for four months

Salary: £9.50 per hour

Location: home working

Reporting to: Development Manager

Background

This is an exciting opportunity for an intern to work with Community Land Scotland to help us carry out a gender audit of the services we provide to members and the organisation itself.

At Community Land Scotland, we hope that our interns get as much out of the experience as we do. This is a rare opportunity to work with community landowners, genuinely influence change and to make connections at an international level.

Community Land Scotland is the representative body for Scotland's community landowners. Its vision is for the community ownership of land and buildings to be a significant driver of sustainable development across the whole of Scotland.

It works to: be a collective voice for community owners; encourage more community ownership of land and buildings; facilitate mutual support and knowledge exchange between community landowners and collaborate with other organisations to ensure community landowners get the support they need.

Further information can be found at: www.communitylandscotland.org.uk

Overview of role

Social justice is central to the work of Community Land Scotland and as part of that, we want to make sure that we are gender just. Community Land Scotland is in receipt of funding and support from the International Land Coalition (ILC) to carry out a gender audit of the organisation and the services it provides to its membership. The organisation also wants to investigate how it can influence more gender justice approaches to landownership across private, public, charitable and community sectors.

The intern will work with Community Land Scotland, with the support of a new Gender Working Group, to carry out a gender audit. We will be using a peer-to-peer approach to ensure that our approach is fair and robust. For the peer-to-peer element of the work, the ILC has matched Community Land Scotland with the Asia Indigenous People's Pact (AIPP), so the intern will have an opportunity to assist in their gender audit as well.

Applications

Applicants should complete our application form and return it to: kerrie.reid@communitylandscotland by 5pm on the 3rd June 2021. If you have any questions about the role or the application process, contact Lindsay Chalmers at: lindsay.chalmers@communitylandscotland.org.uk or 07884 314297

Job description

The role will include the following key tasks.

Area of work	Key tasks
Planning and reporting	<ul style="list-style-type: none">• Work with the gender working group to create a more detailed workplan for this project• Assist with the production of a final report
Membership services and member review	<ul style="list-style-type: none">• Assist with the assessment of policies and operations related to Community Land Scotland membership services• Organise focus groups and surveys that will help us identify issues and opportunities around gender justice in the community land sector• Identify examples of best practice that could be shared across our network and with other landowners
Internal practices	<ul style="list-style-type: none">• With support, assess the internal practices of the organisation• Assess the level of gender awareness within the organisation
Peer-to-peer support	<ul style="list-style-type: none">• Work with AIPP on the peer-to-peer audit element of the work
Other	<ul style="list-style-type: none">• Any other tasks as required by Community Land Scotland

Person specification

Key Criteria	Essential	Desirable
Experience	<ul style="list-style-type: none">• A background in gender studies or similar• Experience of designing policies and systems that support gender equality	<ul style="list-style-type: none">• An understanding of the gender audit process
Personal qualities	<ul style="list-style-type: none">• A commitment to community ownership and community led approaches• Strong written and oral communication skills• Strong interpersonal skills and an ability to work with a diverse range of people	<ul style="list-style-type: none">• Experience volunteering or working in the community or third sector• Report writing skills• Experience of designing surveys and running focus groups

	<ul style="list-style-type: none">• Self-motivated and able to work remotely from a line manager as well as in a small team	
Other	<ul style="list-style-type: none">• This role may occasionally include travel and attendance at meetings outwith normal office hours	