

Migration Exchange

at  Global Dialogue

Recruitment pack

Co-director, Migration Exchange

Global Dialogue is recruiting a co-director to shape and lead Migration Exchange's strategy and delivery from 2022 in a part-time, job share role. The co-director will bring the vision, energy, creativity and values needed to build our strategy and operations.

There are brilliant organisations and people around the UK working on issues of migration, integration and refugee protection, and there is broader public support for immigration than ever before. Yet people are forced to navigate a deliberately dysfunctional, hostile immigration and nationality system and face huge challenges of structural racism, inequality and injustice. It is essential that we work together, through collaborations, networks and shifting power around resources and funding to better address these challenges.

Established a decade ago as an informal funder network, Migration Exchange (MEX) is changing its staffing and governance with a view to building a more ambitious mission and strategy that supports the work of independent funders and charities focused on migration and refugee issues. We know that this context demands a new, more ambitious mission focused on the resourcing and power of the UK migration sector and independent funder support by making it more connected, informed and able to catalyse effective action for the ultimate benefit of people within the UK migration and asylum system.

This exciting role offers:

- The rare chance to shape and co-lead a collaborative network with shared purpose around a key social issue
- A model of shared leadership, with support and coaching to ensure positive work relationships, equity and development
- Huge scope to translate ambition and shared purpose into action that has wider collective benefit
- The chance to shift entrenched power dynamics and ways of working within philanthropy

This document sets out the background to this new co-director role and introduces the previous work of MEX; it includes a person specification and role description for the co-director, gives further details of the proposed job-share arrangements and application instructions. Thank you for your interest in Migration Exchange and in Global Dialogue. We look forward to hearing from you.

1. Background

MEX works to improve the lives of people who migrate and receiving communities in the UK, by informing public debate on migration and supporting welcoming communities. The network is independent and non-partisan. MEX is hosted by Global Dialogue, an independent, international platform for philanthropic partnership, registered as a charity (1122052) and as a limited company (05775827) in England and Wales.

MEX fundraises for a range of activities in support of this mission and works with a wide range of partners including charities, academics, think tanks, journalists and other funder networks in the UK and Europe. Activities include commissioning analysis to support funders and key partners to take

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effective action on shared concerns; supporting bold ventures where aligning grants enables activity to take place at scale or increases the potential for success; and using the convening power of members to support, connect and strengthen good work. Funders in the MEX network worked together to align funds to establish Migration Observatory, British Future and IMIX as well as jointly funding a sector leadership programme and covid response fund.

2. Current Theory of Change

MEX's vision is an immigration system that welcomes newcomers, treats people with dignity and respect, and which has public confidence and consent. In pursuit of this, MEX currently works towards two high level outcomes: firstly, charities and civil society allies pursue common goals which reflect shared values of welcome and fairness, and secondly a resilient, sustainable and effective migration sector protects rights and builds public support.

MEX focuses on four outcomes to achieve this:

- a) **stronger alliances** *so that there is an increase in the number and breadth of those actively engaging in positive initiatives to protect rights or increase welcome, and deeper and broader relationships form between individuals and groups within the migration sector*
- b) **improved capacity** *so that core organisations have the skills and resources to engage in systemic change, strategic communications, collaboration and partnership, and have mechanisms for cooperating and sharing assets which are both long term and agile*
- c) **increased investment** *so that funding is aligned to address gaps, and there is an overall increase in the amount of independent funding supporting migration and refugee system reform and protection of rights.*
- d) **smarter learning exchange** *so that there is improved knowledge about the context, barriers, opportunities and what works, and promising ideas are turned into living initiatives.*

You can see more about MEX's recent work at Annex 1

3. Proposed job share arrangements

The successful candidate will job share with the current part time director. The co-directors will be supported to develop an effective working relationship by external supervision, including agreeing key responsibilities for each co-director.

The co-directors will work jointly to set up and oversee appointment of a new advisory group with a broad range of perspectives and backgrounds, and will be jointly accountable to this group for the delivery of a new strategy. The current funder-only Management Committee will be disbanded once the new arrangements are in place, likely early in 2022.

Global Dialogue is the employer for this role, and the Executive Director of Global Dialogue will serve as functional line manager for both post-holders. A team of staff and external advisors and consultants will be developed and managed by the co-directors, in support of the overall strategy of MEX.

4. Role Description

The co-directors will share the most senior role in a small team, and are responsible for overall delivery and success of the work. The role has a high degree of autonomy and accountability and is ultimately responsible for all aspects of the work of the programme. The role has six key areas of responsibility:

- 1) **Developing strategy** –to develop and implement a strategy that contributes to the UK migration sector and independent funder support by making them more connected, informed, and able to catalyse effective action.
- 2) **Developing and maintaining effective oversight and accountability mechanisms** – to develop, establish and maintain an advisory committee structure and recruitment process to shape and contribute to strategy and ongoing advice.
- 3) **Promoting learning and insight sharing** – enable continuous learning, knowledge-sharing and coordination on key issues, using online communities, creating smart resources, running regular briefing events and proactively sharing insights in relevant social change networks.
- 4) **Aligning resources and shifting power dynamics** – design and deliver ways for funders to improve and align their grant-making on key issues, including mapping grants already made; working with people directly impacted by issues and the organisations supporting them to co-design and develop successful grant-making strategies for different challenges and geographies; identifying gaps and opportunities for philanthropic support, large and small; and encouraging philanthropic investment on key approaches to change.
- 5) **Building networks and ensuring delivery of programme activity** – support alliance-building and coordination across themes and geographies, and maintaining strong working relationships with civil society organisations working on migration and refugee protection, connecting them to new opportunities and spaces for discussion and action, and ensuring ideas are translated to action, in co-designed approaches.
- 6) **Managing operations** – the Director will have overall responsibility for delivering the programme, including raising funds; managing the programme team, the budget and programme risks; reporting to funders, to the MEX advisory board, the Executive Director and the Global Dialogue trustee board.

5. Person Specification

We are looking for a skilled and senior person with significant experience of working collaboratively on social change issues and building successful programmes and partnerships in the UK or elsewhere. **Lived experience of the issues facing people in the immigration, asylum or nationality system and the intersection with structural racism will be welcomed and valued equally to professional expertise.**

You do not need experience as a grant-maker; our key requirement is excellence at partnership and creativity in collaboration, demonstrated through a track record of social justice impact.

We are seeking someone who can bring senior professional skills and personal experience of immigration control along with

- Hope, positivity and love of human potential for change and resistance
- Humility and the ability to listen

- Creativity, passion and a talent for spotting scope for action
- Commitment to the power of partnership and solidarity
- Confidence navigating power dynamics and challenging the status quo
- Track record of experience and impact in social change work

We expect that the successful candidate will have most of the following skills and experience:

Required

- Excellence in strategic thinking and planning, demonstrating an entrepreneurial sense, and ability to respond quickly to developments in the external environment whilst delivering a long-term strategy
- Demonstrated leadership in civil society in a social change role
- Previous management experience of paid staff
- Understanding or experience of the pressures on charities and people in the immigration system resulting from current political trends
- Good networking skills
- Strong communication skills and experience of influencing or advocacy
- Ability to direct, encourage, and facilitate collaboration to deliver high quality projects and interventions
- Strong budget setting and financial literacy
- Excellent communication and presentational skills, including distilling complex data and insight into accessible formats
- Informed passion for human rights, social change and civil society
- A high level of administration and IT skills
- Permission to live and work in the UK

Essential behaviours and ways of working

- Commitment to the values of equality and human rights, anti-racism, and a passion for social change.
- Demonstrable skill in working inclusively, building engagement and trust.
- Ability to build positive and effective interpersonal relationships with people of all backgrounds.
- Confidence to challenge others and build new ways of working that disrupt established power dynamics and structures.
- Ability to multi-task, plan ahead and to meet deadlines.
- Ability to work on own initiative and as part of a team, drawing on expertise and specialisms of others to make decisions and ensure progress.

Desired

- Direct lived experience of the immigration system (you will not need to discuss this experience at application or interview)
- Experience of working in job shares or flexible roles
- Experience of data analysis

6. Terms and conditions

Hours: This is a part-time role, offered between 0.5-0.6 FTE (2.5-3 days/week). Global Dialogue has a flexible working policy and core hours will be negotiated with the successful candidate.

Salary: £65-70,000 pro rata, depending on experience.

Terms: Permanent contract, subject to funding, with a three-month probationary period.

Benefits: We offer a range of benefits including 25 days' holiday plus bank holidays (pro rata). Global Dialogue contributes 6% to its workplace pension scheme, has a flexible working policy, and offers personal development leave.

Location: The Global Dialogue team works remotely and this role is home based. Once it is safe to do so, the successful candidate will be required to attend meetings in London several times a month. You will normally be based from home, which must be in the UK, but may also be given reasonable notice to work at other locations, all of which will be within Central London. The performance of your role may also require an element of travel to various locations, both within the UK and internationally. Costs of travel to and from one location in Central London will not be reimbursed. Other travel undertaken for business reasons will be reimbursed in accordance with Global Dialogue's Travel and Expenses Policy.

Reporting to: Executive Director & advisory committee

7. How to apply

Please send a short letter by email to mex@global-dialogue.org by 18.00 GMT on 10th January 2022, with the phrase Co-director and your name in the subject line.

You should attach a CV and two-page cover letter setting out why you are interested in this role and how you meet the criteria set out in the person specification.

Shortlisted candidates will be invited to interview online on 20th or 24th January. If in-person interviews are possible, this may be arranged.

We are aiming for this recruitment process to be as accessible and equitable as possible, and encourage potential applicants to email mex@global-dialogue.org to book an appointment to speak to us in confidence if you have questions or need more information on how to apply. You are also invited to contact others who know our work to ask their independent view of our values and behaviours.

We will pay for travel time to interviews and offer flexibility on format and location to accommodate any access needs.

We are committed to the employment and career development of people with disabilities. We will make reasonable adjustments during the recruitment process and during employment. If you declare that you have a disability and meet the minimum criteria for the job we will offer an interview to give you the opportunity to demonstrate your abilities at an interview. By 'minimum criteria' we mean that you must provide us with evidence in your application which demonstrates that you generally meet the level of competence required for each competency as well as meeting any of the qualifications, skills or experience defined as essential.

As part of any recruitment process, Global Dialogue collects and processes personal data relating to job applicants. Global Dialogue is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations. Please read our [Privacy Notice for job applicants](#).

Annex 1

Recent achievements

- **“Taking Stock and Facing the Future”** is a review of the UK migration and refugee sector, commissioned by MEX. It illustrates a detailed profile of the sector and the funding landscape in early 2020. This includes an analysis of the sector’s income, resource allocation, capacity, financial resilience, geographical spread, and focus of work. In parallel, it provides an analysis of the funding landscape and the overall nature of grant making in this field. It provides concrete recommendations to maximise and strengthen the impact of the sector over the coming decade. We have launched a webinar series aiming to improve how organisations approach funding the intersection between racial justice and migration, working in partnership with Funders Race Equality Alliance.
- **A coordinated funder response to COVID-19 tailored to the needs of the migration sector:** MEX led the development of the first dedicated funding programme for the migration sector, initiating a partnership with Refugee Action and NACCOM. In under four months the Respond and Adapt programme raised over £2.4m of aligned funding that was distributed to 130 organisations in the four nations of the UK alongside a programme of support and convening through an [information and data hub](#) delivered by Refugee Action. This programme was informed by regional analysis as well as MEX commissioned research which combined public health expertise and migration data to establish a [framework](#) for understanding the risks and impact of the COVID-19 on people in different parts of the immigration and asylum system in the UK. MEX also initiated a series of strategic aligned grants to ensure collective care (through wellbeing sessions), track and monitor far right threat (through Hope not Hate and Community Security Trust), and influence vaccine delivery for those in the immigration system (through Doctors of the World). RAP has funded and commissioned anti-racism training for over 60 organisations, in partnership with brap. RAP also supported organisations to develop their communications strategy and commissioned a series of films and blogs under the banner of ‘[Resilience](#)’, modelling the ‘Hope based communications’ approach to showing welcome and community in action.
- **Development of a Leadership for Social Change programme tailored to the needs of emerging and established migration sector leaders:** in 2019 MEX worked with leaders in the sector to commission a review into leadership development needs and opportunities which led to nine trusts and foundations committing resources to a leadership pilot, being designed and delivered by [Clare Social and Centre for Knowledge Equity](#) and Lived Experience Movement. This includes a focused, [summer online programme](#) on responding to COVID-19. [‘Leading Beyond Borders’](#) launched in September 2021.
- **Organised sector and funder briefings with expert speakers from around the UK:** this has included briefings on immigration policy and legislation, attitudes to immigration, advice needs of EU citizens after Brexit and public attitudes on race and migration. MEX also commissioned field reflections on recent elections and organised free training on whistleblowing and crisis communications. This work helped to inform a range of related funder programmes, including an [Immigration Attitude Tracker](#) which is jointly delivered by Ipsos Mori and British Future, providing a unique longitudinal study of public attitudes.
- **Brokered funds for bold initiatives to scale and to support and strengthen collaborative work:** including support for the ‘Lift the Ban’ coalition of over 200 organisations campaigning to ensure that people seeking safety in the UK have the right to work and aligning support to Asylum Reform Initiative and [Together With Refugees](#), and polling and content creation to mark the [70th anniversary of the Refugee Convention](#).