



## **Right to Remain Job Application Pack - February 2026**

### **Communications Officer**

**Location:** Remote work, with some travel to other parts of the UK, including London.

**Salary:** £33,000 - £36,000 per annum FTE, pro-rata, depending on skills and experience.

**Hours:** 0.8 FTE (28 hours per week)

**Contract:** Fixed term 12 months

**Reporting to:** Director

**Benefits:** 36 days of annual leave per year, inclusive of statutory holidays (pro-rata entitlement for 28 hours is 28.8 days per year inclusive of statutory holidays); employer pension contribution of 5%.

**How to apply:** Application form and CV. Please send them to [esther\(at\)righttoremain.org.uk](mailto:esther@righttoremain.org.uk) before the closing date, with a subject line 'Communications Officer Application'.

**Closing date for applications:** 5pm, Monday 23rd March.

**Interviews and assessments:** 1st interview - w/c 13th April, online. 2nd interview - w/c 20th or 27th April, in-person, London.

**Start Date:** As soon as possible.

## **About the role**

**Use your communication experience to build the migration justice movement's defiance and strength at a pivotal moment.**

This role is for an experienced Communications Officer who wants to put their skills to work supporting Right to Remain to build knowledge, radical solidarity and power in the face of escalating attacks on the rights and dignity of migrants, refugees, and people seeking asylum.

You will use strategic, thoughtful communications to amplify lived experience of the asylum and immigration system, showcase grassroots organising, and promote our expert public legal education resources and training. Your work will empower more people to understand and exercise their rights, and support grassroots community groups and allies to guide, and stand in solidarity with, people navigating the hostile asylum and immigration system.

You will have experience building and engaging communities around social justice through targeted digital communications. Day to day, you will collaborate within our small team to produce email, social and web content that demystifies public legal knowledge and showcases community power. You will also co-create content with These Walls Must Fall campaigners to share their stories, and help set out the impact of political decisions in the press.

## **About you**

You are an experienced communicator with excellent written skills and a strong ability to develop clear, engaging messages for different audiences.

You bring a genuine commitment to migration justice and care deeply about centring the voices of people with lived experience.

This is not an entry-level role. You are confident working independently within a small, collaborative team, taking guidance while proactively identifying priorities, opportunities, and risks. We'll give you creative freedom, and your work will have a tangible impact in helping our organisation develop at a crucial time.

**Key responsibilities:****Job description**

<b>Area of responsibility</b>	<b>Tasks</b>
<b>Content creation and storytelling</b>	<p>Create, edit, and enhance high-quality content for external newsletters, web, social media, and press, ensuring all messaging is clear, consistent, accurate, and reflective of our mission and values across all channels.</p> <p>Co-create with lived experience campaigners, sharing their stories ethically and collaboratively, not transactionally.</p> <p>Apply inclusive language and accessibility standards in all content.</p>
<b>Social media and digital engagement</b>	<p>Running social media accounts, including monitoring, scheduling, and creating engaging posts.</p> <p>Using Canva or similar tools to design visual assets.</p>
<b>Media engagement</b>	<p>Draft press statements, press releases, opinion pieces, letters to editors or briefings for journalists.</p> <p>Prepare and proactively pitch stories and statements.</p> <p>Monitor and respond to media requests.</p> <p>Manage media interviews and support spokespeople through briefings.</p> <p>Build relationships with journalists.</p>

<p><b>Communications planning, monitoring and improvement</b></p>	<p>Develop and deliver practical communication plans, covering all channels, that reflects the charity's capacity and priorities.</p> <p>Maintain and develop the charity's tone of voice and visual identity, ensuring what we say and how we say it reflects our ethos.</p> <p>Liaise with communication leads in organisations we partner with to align messages and amplify work.</p> <p>Monitor engagement and impact, using insights and analytics to improve communications and inform organisational planning.</p>
<p><b>Organisational responsibilities</b></p>	<p>Participate in effective collaborative working with team and partners.</p> <p>Be proactive in keeping up to date with developments affecting Right to Remain's work - including the social and political environment.</p> <p>Abide by all organisational policies, codes of conduct and practice.</p> <p>Support diversity and equality of opportunity in the workplace.</p> <p>Complete administrative tasks to regularly maintain and update digital resources in compliance with GDPR guidelines (including image library, image and story consent, newsletter mailing lists).</p> <p>Carry out other associated duties as may arise, develop or be assigned.</p>

### **Person specification**

This person specification sets out the qualities we are seeking for this post. Please ensure that your application demonstrates how you meet these criteria. You may include voluntary and paid work.

<b>Experience</b>	
Developing and delivering communications plans that effectively engage target audiences, supported by an understanding of communications best practice.	Essential
Producing high-quality written content, including newsletters, news pieces, press statements/ releases, and social media content.	Essential
Translating complex information into accessible messages for different audiences.	Essential
Managing social media channels, with an understanding of social media trends, analytics, and engagement strategies.	Essential
Using content management systems, email platforms, and social media tools to create and publish content.	Essential
Co-creating and building trust with people with lived experience and/or community organisers and activists	Desirable
Working in a small or grassroots community organisation, including those that support people going through the UK asylum and immigration system	Desirable
Working remotely	Desirable

<b>Skills and knowledge</b>	
Knowledge of using communications to build and maintain communities online – developing and maintaining trust, and inspiring people to take action and organise.	Essential
Excellent writing, proofing and editing skills	Essential
Ability to explain complex information in clear, accessible language (verbally and in writing) and to be able to adapt your communication for different audiences and people with different levels of knowledge, confidence, or experience	Essential

Practical knowledge of communication strategies and channels	Essential
Strong organisational skills to plan and sequence tasks effectively to complete tasks on time.	Essential
Understanding of the UK asylum and immigration system, and knowledge of human rights and issues affecting refugees, people seeking asylum and migrants in the UK.	Desirable
Experience in visual storytelling through photography and video, preferably with mobile-first content creation.	Desirable

<b>Personal qualities</b>	
Values-driven and aligned with Right to Remain's commitment to anti-racism, solidarity, and justice. We support others in solidarity and build their power without trying to 'save'.	Essential
Attention to detail.	Essential
Critical thinking and practical judgment - the ability to stay calm in complex, fast changing situations, understand different perspectives, and make thoughtful decisions that reflect Right to Remain's direction and values.	Essential
Self-motivated and adaptable - able to work independently in a remote working setting, take initiative, and respond flexibly to a varied role with shifting priorities.	Essential
Collaborative, respectful and enjoy working with people from different backgrounds and experiences where you are able to build trust, navigate complex interpersonal and cross-sector dynamics with care.	Essential
Ability to listen to others deeply and with compassion and to adapt through feedback, experience and learning.	Essential
Ability to reflect on your own role and power in relationships.	Essential
Lived experience of the UK asylum and immigration system.	Desirable

## About Right to Remain

Right to Remain is a national migration justice organisation, working with hundreds of communities and groups across the UK. As a key anchor organisation within the migration justice movement, we uniquely combine sharing public legal education that democratises knowledge, facilitating strategic convenings that harness radical solidarity, and campaigning and community organising that builds power, further empowering people to establish their right to remain and collectively challenge injustices of the immigration and asylum system.

Our vision is a world where everyone can exercise their right to remain where they need to be with dignity and humanity.

You can find out more about our organisation at our website [www.righttoremain.org.uk](http://www.righttoremain.org.uk). You can also read our [impact report 2023/24](#) and [annual accounts 2024/25](#).

### Our values:

**Agency.** People should be informed and equipped to make decisions and take action in their own situations. Democratising knowledge is an essential part of this.

**People-power.** We believe that long-lasting change comes from people and communities, and we focus on building a base of support for change, and intolerance to racist and harmful practices. In such communities, political representatives are emboldened to make meaningful decisions, and positive change cannot be easily reversed.

**Mutual aid.** By working together, we can all become stronger, more able to deal with the hardships of life, including those of the asylum and immigration system. This also builds a sustainable community structure that is less dependent on constant external assistance.

**Solidarity.** We believe that people who do not necessarily face the same problems need to come together to build a society that protects all. In the context of the migration justice movement, people who are not directly affected by the asylum/immigration system should stand alongside those who are, to help them navigate that system and push for change.

**Anti-racism.** We are committed to the principles of anti-racism, and we see our work as part of the struggle against racism in our society, including in immigration enforcement. We are opposed to racism, but recognise that to simply oppose it is not sufficient and our commitment to resisting it must be active and ongoing.

**Foreground people with experience.** People with experience of the asylum and immigration system have unique knowledge to inform our work, and should be the people shaping our work.

## **Our commitment to equity, diversity and inclusion.**

We are an equal opportunities employer and welcome applications from all suitably qualified persons regardless of age, disability, gender reassignment, sex, sexual orientation, marriage and civil partnership status, pregnancy and maternity status, race, religion or belief.

Right to Remain particularly welcomes applicants with experience of the asylum and immigration system.

We have a flexible working policy and welcome all flexible working arrangement requests. This is looked at in a case-by-case scenario. We try to be as flexible as we can in your work pattern to support you with other commitments, and to give a good work-life balance.

We are committed to offering an accessible recruitment process. Please let us know if you have any access needs.

## **How to apply**

Please note that applicants must have a current legal right to work in the UK.

Please send the following documents by email to [esther@righttoremain.org.uk](mailto:esther@righttoremain.org.uk) with the subject line 'Communications Officer Application', by **5pm, Monday 23rd March**.

- Your completed application form.
- Your comprehensive CV.
- A completed Equality and Diversity Monitoring Form (voluntary).

If you want to have an informal chat about this role before applying, please contact Esther Doherty at [esther@righttoremain.org.uk](mailto:esther@righttoremain.org.uk) who can arrange a chat with Eiri Ohtani, Director of Right to Remain on 11 or 12 March.

We will send a standard acknowledgement of all applications received (if you do not receive this acknowledgment please contact us to ensure your application has been received) but will only individually contact short-listed candidates. We are unable to offer feedback to unsuccessful candidates who are not short-listed.

- 1st Interviews will take place online during w/c 13th April 2026, and will include a task.
- 2nd Interviews will then take place in person in Bethnal Green, London during w/c 20th or 27th April.

Please let us know if you have any access needs. If you are short-listed, you will also be informed of the tasks you will need to complete in advance of and/or during the interview. Your responses to these tasks will form part of the assessment process.

Employment with Right to Remain will be subject to the following checks before your start date:

- A satisfactory basic DBS disclosure.
- Two references - one of whom must be your current or most recent employer. Referees will only be approached with your express permission.

We reserve the right to close the vacancy early if we receive a high volume of applications.

No agencies please.

Thank you for your interest and we look forward to receiving your application form.

**16 February 2026**