Job description

**Latin America Coordinator**

**Time:** 3 days per week, 1 year contract

**Salary:** £36,763 pro rata (£22,058 for the length of the contract)

**Place of work:**Normal place of work is at the LMN Office near Finsbury Park station, but due to the uncertainty of government COVID pandemic policy, there is a limited requirement to physically attend the LMN office for the time being. When health conditions allow, work should normally be in the LMN office; at a minimum, one working day per week should be spent with LMN colleagues in the office and the remainder of the weekly working hours completed remotely. Occasional travel may be required within the UK to attend meetings and other events. There may be occasional overseas travel.

**Benefits:** London Mining Network’s pension provider is the government NEST pension fund. Due to regulation, it is mandatory to join the scheme on commencement of your employment but you may opt out of the scheme thereafter

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* Work closely with LMN's working groups on countries in Latin America, the convenors of those working groups, and relevant workers in LMN member groups, to ensure good co-ordination of work on mining in Latin America across the LMN network.
* Develop, nurture, and manage relationships with communities and allies working in or on Latin America, including relevant faith groups, CSOs, NGOs and journalists.
* Develop and carry out work plan
* Assist in planning and carrying out field research on selected cases, to include visits to communities and other locations (field work is only expected to take place once the Covid situation allows)
* Monitor relevant media, NGO, think-tank and academic reports (in English, Spanish and Portuguese) on mining, illegalities, ecological harm and human rights abuses in Latin America and related government policy developments.
* Provide regular summaries from this monitoring to network members and working groups.
* Carry out desk research into chosen case studies, including through exploring company reports, company websites, satellite imagery, corporate records and trading websites, and meetings with relevant actors including journalists and activists in the countries concerned.
* Identify, contract and manage external consultants involved in research or filming/photography for LMN in Latin America.
* Assist with the development of research findings into published reports, films and other external outputs, including through fact-checking and checking of translations.
* Where appropriate (e.g. for language reasons) assist the communications officer in maximising press attention
* Develop advocacy work relating to UK government policy in Latin American countries of direct relevance to our work (e.g. coordinating joint NGO letters)
* Represent LMN at relevant external meetings and provide interviews to media.
* Occasional administrative tasks
* Participate in team and group discussions and contribute to the health and mission of LMN.
* Provide direct support to the Coordinator and Trustees where required.
* Line management will be provided by the LMN Network Co-ordinator.

**Person specification**

LMN is a network of 22 very diverse organisations and 9 associate member groups all concerned about human rights, social justice and the ecological integrity of the planet and particularly with the negative impacts of London-linked mining companies on communities and ecosystems around the world. All groups are united around LMN's Statement of Purpose, with which all who join LMN are required to agree. It is essential for all LMN workers to have respect for this Statement.

The role requires both ability to work well within a small staff team and a high level of self-management and work planning. It also requires an ability to work respectfully with members holding a range of ideological views which sometimes differ markedly from one another. Creating and maintaining relationships with communities and organisations in Latin America requires an exceptional level of human sensitivity and diplomatic skill, as errors of judgement could put our partners in danger, cause or exacerbate community division or ruin the reputation of London Mining Network. It will also mean holding the vision, mission and values of LMN throughout the work, ensuring the central importance of solidarity with communities affected by London financed mining projects.

The successful candidate will be joining a small and supportive team and will have the chance to learn from and engage with network members.

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|  | *Essential* | *Desirable* |
| **Experience** |  |  |
| 2+ years’ experience of working with grassroots communities in Latin America and managing differentials of power and privilege | X |  |
| Ability to establish and maintain effective contacts and relationships | X |  |
| Excellent English-language written and spoken communication skills |  | X |
| Strong working knowledge of MS Office and ability to use cloud software (such as GoogleDrive or DropBox) and social media platforms (including Twitter, Facebook and Instagram) | X |  |
| **Knowledge** |  |  |
| Understanding of extractivism, just transition and social justice struggles | X |  |
| Familiarity with London financed mining companies operating in Latin America | X |  |
| Familiarity with political and civil society context in the countries of Latin America | X |  |
| **Skills and Attitude** |  |  |
| Fluency in either Spanish or Brazilian Portuguese and at least an intermediate level in the other language | X |  |
| Commitment to the principles of community-led solutions | X |  |
| Good communication skills and ability to work well as part of a team | X |  |
| Commitment to the values of LMN and to act in the best interest of the organisation and its partners. | X |  |