**Maslaha vacancy: Project Manager / Senior Project Manager for criminal justice programme**

**November 2020**

**Position: Project Manager / Senior Project Manager depending on experience**

**Location: London, UK**

**Salary: £27,000 - £35,000, dependent on experience and skills**

**Deadline: Thursday December 20th**

Full-time role although part-time will be considered depending on applicant

**The role: main tasks and responsibilities**

We are looking for a creative and resourceful individual to help deliver our criminal justice programme focusing on the experiences of Muslims in prison.

Muslim men in prison now make up 16% of the prison population, while Muslim communities as a whole only make up 5% of the general population. There are also 254 Muslim women across the prison estate in England whose voices remain unheard at a policy and research level.

These statistics are concerning but so far insufficient data has been collected to understand the reasons behind this increase. It begs the question: why has no analysis taken place to understand this disproportionality? This lack of understanding is symptomatic of a much larger problem of a system that does not fully recognise the experiences of Muslims, and in doing so allows discriminatory acts to occur without accountability and challenge.

The programme is looking to:

* Improve the services of our charity partners so that they are more relevant to the lives of Muslim men and women in prison
* Raise awareness among the voluntary sector and the MOJ and HMPPS for the need for equitable services for Muslims and the need to understand the positive role religion and culture can play in improving those services
* Highlight the specific discrimination and Islamophobia that occurs within prison

The new post-holder will be working closely with our partner organisations and funders. The new post-holder will be line-managed by the Director of Maslaha or a senior project manager

**The post involves:**

* Working closely with charities to understand their services and working in partnership to improve those services
* Running focus groups with families and individuals who have experience of the criminal justice system. This may involve visits to prisons in the future if they can be carried out safely in the context of the pandemic
* Attending and contributing to policy meetings held by other criminal justice charities or at the Ministry of Justice
* Sharing findings with the rest of the criminal justice sector through various mediums – we have previously used reports and podcasts
* Progress reporting, report writing and fundraising bid writing
* Designing tools and resources
* Finding creative ways to share the findings of the report as they emerge

We are working at different levels with this project, which reflects Maslaha’s broad approach to social change. Every Maslaha project involves working at three levels:

* **Practice:** working collaboratively with communities to develop approaches to tackling social inequality
* **Policy:** influencing at a strategic level based on our work at a local level
* **Public Imagination:** influencing, and where possible shaping, public debates and media narratives

**Person specification**

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|  | **Essential** | **Desirable** |
| **Experience** | Previous experience of working within a fast-paced environmentKnowledge of the criminal justice system and policies and how this relates to marginalised and racialised communities who face institutional racism Experience of working with marginalized communities within the UKRelationship management, including liaising with partners and advisors in a proactive wayEvidence of working in innovative and creative ways | Previous experience of working within a start-up charity or organization |
| **Skills and qualifications** | Excellent research, writing, editing and proofreading skillsStrong analytical skills and how this relates to anti-racism work andDynamic and able to work in fluid circumstancesExcellent administrative skills | Filming, photography and digital editing and design skillsExperience working across a range of social media platforms  |
| **Personal qualities and attributes**  | Strong communication and interpersonal skillsSelf-motivated, resourceful and proactive approach to problem solvingCommitted to social justiceSolid organizational and time management skills |  |
| **Other** | Fluency in English, written and spokenPermission to work in the UK |  |

**About Maslaha**

[Maslaha](http://maslaha.org/) is a charity based at the Free Word Centre in Farringdon. The word translates from Arabic as ‘for the common good.’ We combine imagination and craftsmanship to improve services, change attitudes and challenge systems of inequality. We work to influence practice, policy and public imagination.

In 2012, Maslaha was named one of Britain’s 50 New Radicals by NESTA and the Observer newspaper, an initiative to find examples of inspirational social pioneers. In 2014 Maslaha’s work in mental health was announced overall winner of the global Innovation Mindset Challenge, a competition run by Project Innovation in New York and supported by the Rockefeller Foundation and Columbia University.

**To apply**

Applicants should submit their CVs (no longer than two pages) along with a **covering letter** (no longer than two pages) *OR* a **short video** (2 – 5 minutes) detailing how they meet the Person Specification. **Please email both documents to info@maslaha.org.**

**Closing date:** Thursday December 17th

**Interviews to be held:** Either before Christmas or new year

**Start date:** January/February 2020 (subject to notice period)

We apologise but in order to minimise administrative costs, we will only contact short-listed applicants.

*Maslaha is committed to equality of opportunity and to non-discrimination of all job applicants and employees. We seek to ensure we achieve diversity in our team regardless of age, disability, gender, marital status, race, religion, nationality or sexual orientation.*