

Application pack for Grants Committee members for Justice Together

Thank you for your interest in this role. This pack includes:

- a. *background to the Justice Together Initiative;*
- b. *role overview;*
- c. *main responsibilities;*
- d. *expected commitment from external members;*
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- g. *terms and conditions and how to apply.*

A Background

Launched in 2020, Justice Together is a funder collaboration that aims to operate for a decade.

Our vision is that people who use the immigration system can access justice fairly and equally, so that they can get on with their lives.

Our mission is to create lasting change by increasing access to immigration advice, improving coordination and cooperation and strengthening influencing capacity across the immigration sector. We will achieve this through our grant making, collaboration and by centring lived experience.

We are guided by our values:

- Equality and human rights
- Collaboration and partnership
- Inclusivity
- Anti-racism
- Building trust with our partners
- Sharing learning, listening and responding in an ever more challenging context
- Being courageous and open to new solutions to entrenched problems.

Our strategic goals are:

Goal 1: A more just and equitable immigration system

Goal 2: Immigration organisations are more sustainable, better networked and more representative of the communities they service.

Goal 3: More people are able to secure justice.

Over the past three years, we have made grants to 42 lead organisations and 79 partner organisations. Our grant partners together form a 'community of impact', which focuses on sharing learning, partnership building and achieving lasting change.

We are supported by our funder partners, who have together contributed £20million, including: AB Charitable Trust, The Baring Foundation, Barrow Cadbury Trust, Comic Relief, Blue Thread, City Bridge Foundation, Esmee Fairbairn Foundation, the Greater London Authority, Paul Hamlyn Foundation, The Legal Education Foundation, Oak Foundation, Open Society Foundation, Joseph Rowntree Charitable Trust, This Day, Treebeard Trust, Trust for London, Tudor Trust and Unbound Philanthropy.

Find out more about Justice Together on our [website](#) and our [impact report](#).

B Role overview – Grants Committee member

We are looking for up to two people to join the grants committee for Justice Together. This is an exciting opportunity to join the initiative at a point where the focus shifts from volume grant-making to learning and influencing to best achieve our goals. The grants committee is comprised of three members of the Justice Collaborations board plus three directly appointed members. It meets three to four times a year to decide on grant applications, review learning, advise on strategy and make recommendations to the full board. It is currently chaired by Jen Ang, independent Trustee of Justice Collaborations.

We are actively seeking members whose expertise and skill is combined with lived experience of the issues facing people in the UK immigration system, including a deep understanding of the structural barriers that prevent equal treatment and undermine access to justice in communities. We are keen to hear from people who place their personal experiences in a wider context and have used these experiences alongside their other skills and experiences to effect social change. We want to hear from people who have worked with and for communities impacted by immigration issues, whether in a paid or voluntary capacity. We value and recognise the powerful insight that lived experience will bring to this committee. However, we respect that people's identity is not defined by their experiences of immigration control and do not expect people to describe their lived experience at any stage during this process or during their work on the committee.

The successful appointees will have a passion for defending legal rights, and the values of equality and justice, and will be able to demonstrate a personal style that fosters collaboration, inclusivity and trust.

C Main responsibilities:

- Preparation and reading of paperwork on applications, committee papers and updates on field developments – up to 20 applications per meeting.
- Decisions on applications for funding.
- Attendance at 3-4 Grants Committee meetings per year, in London or by video conference.
- Review progress of the work by the initiative and its grant partners against Justice Together's strategic plan.
- Ad hoc response to email requests for grant approvals outside the meeting cycle.
- Advice to staff and Trustees on strategic direction, learning and relevant developments in the immigration, asylum, nationality, and advice fields.
- Working alongside Trustees to review and advise on the Justice Together strategy.
- Working with a staff member to support an area of work through attendance at additional meetings (up to 4 per year), review of documents, phone calls and emails. For example, current external members have been involved in developing the initiative's approach to anti-racism and/or in the well-being offer to grant partners.

D Expected commitment from external members

- Attendance at all Grants Committee meetings, barring exceptional circumstances.
- Confirmation of attendance (or absence) in advance of each meeting.
- Response to emails within requested timescales from the initiative especially where on decisions about funding applications.
- Declarations of any potential conflicts of interest.
- Confidentiality about grant applications and other sensitive information about partners.
- Participation in an annual review of the role with the Chair of the Grants Committee.

E Justice Collaborations' commitment to external members

- An inclusive and learning environment, which welcomes and values your expertise.
- Induction to the initiative and grant-making.
- At least 3 months' notice of Grants Committee dates.
- Clearly stated and reasonable timeframes for response to email requests.
- Prompt payment of invoices and expenses claims.

Meetings take place during normal work hours so you will need to be able to attend during the day and arrange leave from your other role(s) as needed.

F Person Specification

- Commitment to the aims and values of Justice Together.
- Knowledge of current immigration and nationality policy context in the UK and its impact on people, communities and on access to justice.
- Personal experience of the challenges created by the UK immigration system.
- Knowledge of the strengths and challenges of the UK social welfare advice sector, organisations and staff, particularly outside of London.
- Ability to build positive and effective interpersonal relationships with people of all backgrounds.
- Ability to review and analyse lengthy documents on average 20 pages to support decision-making.
- Ability to share knowledge sensitively and persuasively with fellow committee members.
- Experience of a previous governance role, for example as a trustee or committee member (desirable not essential).

G Terms and conditions:

A fixed fee of £8,000 per annum (including VAT where applicable) will be paid to members of the committee. Reasonable expenses including travel to meetings will also be covered.

The appointments would be for two years in the first instance, with the possibility of renewal.

The appointment would be to Justice Collaborations, a charitable company and wholly owned subsidiary of The Legal Education Foundation. Its purpose is to support grant-makers to work more effectively together to promote people's understanding of the law, and to tackle poverty and discrimination. This initiative is the first to be hosted by Justice Collaborations.



How to apply: To apply for this post, please email your CV and the completed form to vacancies@thelef.org marked APPLICATION FOR JUSTICE TOGETHER GRANTS COMMITTEE.

If you would like the information in a different format, please contact vacancies@thelef.org

The deadline for applications is **10am 7th November**.

We expect that interviews will take place on zoom on the 23rd, 28th or 29th November.

Applicants must have the right to work in the UK.

To arrange a confidential discussion of this opportunity, please email vacancies@thelef.org