

Summary

Would you like to gain or apply your experience in policy development to help make a real difference to people living in Northern Ireland?

We are looking for a Policy and Research Volunteer to help us spot important housing issues, find out more about them and look for ways to make housing better for everyone.

What we do

At Housing Rights, we help people live in safe, suitable, and affordable homes. We provide services for the public and professionals working in housing. Our policy work uses the experiences of the people we help to change housing policy, practice, and legislation.

Location

You can volunteer from home or at our main office, which is located in Belfast (The Skainos Centre, 239 Newtownards Road, Belfast BT4 1AF).

Time commitment

Minimum 4 hours per week

Who will be supervising you?

You will be supervised by our Policy Lead and supported by our Staff and Volunteer Development Coordinator.

Tasks

- keep up to date with housing news and meetings at the Northern Ireland Assembly, then write summaries.
- work with the policy team to choose topics to learn more about
- help find information for our responses to public consultations
- help with events organised by the policy team.
- sit in on meetings with a member of the policy team.
- write articles for our website about housing issues.
- check documents for spelling, grammar and mistakes.
- find and read information from reports, surveys and other trusted sources.
- carry out phone surveys and interviews if needed.
- share what you have learned in clear, easy-to-read briefing notes.

You should be:

- comfortable with using Microsoft packages
- able to speak and write information in a clear and easy-to-understand way.
- reliable.
- a good team player.

- organised and able to manage your time well.

We especially want to hear from you if:

- you have previous experience in policy or research

What we offer

As a volunteer, you will receive:

- a full induction to Housing Rights and our work
- reimbursement for out-of-pocket expenses you have while volunteering, in line with our expenses policy
- training and guidance to help you carry out your role
- regular 1:1 supervision meetings to talk about your progress, training needs and any concerns
- access to training that is relevant to your role
- recognition for the time you give as a volunteer
- invitations to Housing Rights events and activities
- a reference from us if you later apply for other volunteering or paid work