



National Survivor  
User Network

# PROJECT MANAGER (SYNERGI)

**CONTRACT: FUNDED UNTIL MARCH 2025**

**SALARY: £35,000 TO £37,500 PER YEAR,**

**DEPENDENT ON EXPERIENCE**

**HOURS: 5 DAYS A WEEK (35 HOURS)**

**LOCATION: REMOTE WORKING WITH**

**OCCASIONAL TRAVEL TO LONDON OR**

**BRIGHTON**

**DEADLINE: 9AM, 18TH OCTOBER**



# ABOUT SYNERGI



Synergi is a programme of work which focuses on the intersection of racial justice and mental health. It had a previous iteration as a knowledge hub, bringing together research and network building.

In its new iteration it is hosted by NSUN, with a focus on abolitionist responses to mental health and supporting grassroots groups to challenge state violence. In this, there is a lot of scope to experiment, innovate and to try new approaches, as this is a well-resourced programme of activity.

Synergi has four main workstreams:

1. Community Responses to Mental Health – working with grassroots groups to experiment with community-based mental health care
2. Supporting Movement Spaces – working with grassroots groups to map local carceral systems that contribute to mental ill health in racialised communities
3. Grants Programme – small grants programme redistributing resources to grassroots and user-led groups working on mental health and racial justice
4. Festival – a creative culmination of the above three workstreams

Mental ill health, distress or trauma is often caused by and/or exacerbated by racial injustice and carceral forms of state violence. Our aim is for Synergi to support the work of groups at the frontline of challenging this, and to effectively contribute to building collective memory and power on mental health and abolition.

Funding from Lankelly Chase is secured until March 2025, with scope to grow Synergi beyond this by securing additional funding.

# ABOUT NSUN (THE NATIONAL SURVIVOR USER NETWORK)

NSUN is a network of people and grassroots groups with lived experience of mental ill-health, distress and trauma. We work towards the distribution of power and resource in mental health.

NSUN is a user-led organisation, and all staff and trustees have lived experience of mental ill-health, distress or trauma.

Over the past couple of years, NSUN has scaled and changed. This is an exciting time to join an organisation which is growing and embarking upon a new strategic direction, focussed on doing things differently in mental health and beyond.

## ABOUT THE ROLE

This role will be integral to the exciting new phase of Synergi's work where we are committed to supporting movements and groups working towards racial justice and abolition within a mental health context. We are looking for someone to support relationship-building with these groups, manage large-scale projects, develop resources, and manage communications across Synergi's work.

This role involves project managing the 'Community Responses to Mental Health', 'Supporting Movement Spaces', and 'Festival' workstreams of Synergi. The first three to six months will involve scoping and building partnerships with grassroots groups to determine how we can best implement the vision for this work. Following this, the role will involve project management of events, workshops, and a variety of multimedia resources as part of the three workstreams, under the supervision of the Synergi Directors.

The role also includes responsibility for managing communications across Synergi's work, which involves developing a comms strategy, as well as updating the website and social media accounts with materials as and when needed.

We would particularly welcome applications from individuals from marginalised or racialised communities, and from individuals who have non-traditional working experience.

The role is home-based and the NSUN team works remotely. Some regular travel to London is required for the role, as well as occasional travel to other parts of the country. There is also a small budget which enables staff to use co-working space with colleagues where possible.

The deadline for applications is **9.00am on Tuesday 18 October 2022**. If you have any feedback or questions about this recruitment pack or require it in a different format, please let us know. We can be contacted on [\*\*info@nsun.org.uk\*\*](mailto:info@nsun.org.uk).

# MAIN TERMS AND CONDITIONS

- **Contract:** funded until March 2025
- **Salary:** £35,000 to £37,500 per year, dependent on experience, for a 35 hours working week
- **Hours:** 5 days a week. Enquiries about flexible working are welcome. We welcome applications for job shares. If you are interested in applying for the role as a job share, we recommend that you do so together with the person you would share the role with. This is because we very rarely have two single applications for job shares. Reports to: one of the Synergi Directors
- **Location:** work from home (NSUN does not have a physical office). Some occasional travel (usually to London or Brighton) for team meetings (travel costs are reimbursed)
- **Holiday:** based on a 35 hour working week: 25 days plus 8 bank holidays, rising by 1 days after every year of service to a maximum of 30 days per year before bank holidays
- **Pension and benefits:** NSUN offer an automatic enrolment pension scheme starting with employee and employer contributions of 3.5%, with the option of employer matched contributions to 6% and Employee Assistance programme (EAP)
- **Probationary period:** 6 months
- **Notice period:** 1 week during the first 8 weeks, rising to 1 month until the end of the probation period. Following the successful completion of the probationary period notice rises to 2 months
- **Disclosure and Barring:** due to the nature of our work, you will be required to have a check with the Disclosure and Barring Service (DBS) for which NSUN will cover the cost. NSUN is an equal opportunities employer and seeks to encourage applications from all sections of the community. Having a criminal record will not necessarily exclude someone from obtaining or retaining a paid role with us.

# JOB DESCRIPTION

**Project Management of Synergi's workstreams 'Community Responses to Mental Health', 'Supporting Movement Spaces' and the 'Festival' under the supervision of the Synergi Directors which will include:**

- Identifying, building and maintaining collaborative relationships with partners including those within mental health, racial justice and abolitionist spaces
- Undertaking research on relevant topics to support the development of the work
- Organising events and workshops, and developing resources on mental health, abolition and racial justice in collaboration with relevant partners
- Facilitating events and workshops where necessary
- Managing the administration of all events, activities and production of resources as part of the workstreams
- Working with and coordinating organisers and researchers to identify and map the ways carceral mental health operates in different parts of the country
- Overseeing the development of complex ideas and resources for varied audiences including grassroots groups and civil society organisations
- Delivering projects to agreed budgets

## **Website and Communications**

- Developing and implementing a communications strategy across Synergi's work on social media platforms and the website
- Managing and updating the Synergi website
- Managing and updating Synergi's social media accounts
- Commissioning and editing blog posts for the website

## General tasks

- Working closely with the wider Synergi team to make sure that work across Synergi is integrated and that regular learning and sharing is taking place
- Establishing and maintaining appropriate IT systems where needed to ensure the smooth running of the workstreams and comms platforms
- Working closely with Synergi team, Synergi's learning partner, and wider NSUN team on any other duties as required by your line manager and commensurate with the role

# PERSON SPECIFICATION

The following skills, knowledge and experience are required to carry out this role.

## ESSENTIAL

- Lived experience of mental ill-health, distress or trauma. Please do not feel the need to disclose anything in detail: we are more interested in how your lived experience informs your ways of working and/or your interest in the role
- Good understanding of and commitment to racial justice and abolition
- Experience managing complex and interlinked projects
- Proven ability and experience of building trusting relationships with grassroots groups working in this area
- Experience facilitating events, workshops and/or meetings
- Excellent research skills and ability to present complex information in creative and accessible ways
- Excellent written and verbal communications skills
- Good analytical skills in both a research and communications context
- Experience creating and managing high quality comms and social media campaigns, specifically Twitter
- Experience managing and editing websites

- Excellent organisational skills with the ability to plan ahead, prioritise work, meet deadlines, with familiarity using project management tools such as Trello
- Proven ability to think creatively to solve problems and challenges
- The ability to work well in a remote team

## BENEFICIAL

- Understanding of mental health in a UK context, including on issues facing specific groups of focus for Synergi; trans and non-binary people, Muslims and refugees and asylum-seekers
- Understanding the challenges of traditional safeguarding policies
- Experience overseeing budgets
- Experience managing volunteers and/or collaborators
- Experience of being involved in artistic and/or creative projects
- Experience organising or campaigning in a personal or paid capacity
- Experience working in a small charity / NGO
- Experience working in a user-led organisation



# APPLICATION AND INTERVIEW

Please complete and send the following to [info@nsun.org.uk](mailto:info@nsun.org.uk). Please include “Project Manager” in the email subject line. Click on the links to download:

1. **Application form** - if you would prefer, you are welcome to send us a short video or audio file (no longer than 6 minutes), to answer the “Synergi values and approach”, “Lived experience”, and “Supporting information” sections of this form.
2. **Equal Opportunities Monitoring Form**

Your details will be handled in line with our [Privacy Policy](#).

On completion of all the above documents by **9am on Tuesday 18th October**, we will acknowledge receipt of your application. We regret that late applications will not be considered. You can find out more about us by [visiting our website](#). If you would like to discuss this role in more detail please contact Lena Mohamed, Synergi Co-Director, by emailing [lena.mohamed@nsun.org.uk](mailto:lena.mohamed@nsun.org.uk)

Shortlisted candidates will be emailed a written task and meeting invite one week before the interview. The interview questions will be emailed to you the day before the interview.

Interviews will be held online using Zoom with Lena Mohamed and Jilna Shah (Synergi Co-Directors) on either **Tuesday 1 or Wednesday 2 November**. Successful candidates will be invited to a second interview with Akiko Hart (NSUN CEO) a few days after this.

Please let us know if you require any adjustments to the interview process for you to participate and we will do our best to accommodate these.

## **Communications and feedback**

All applicants will receive a response from us to confirm whether or not they have been selected for an interview. We aim to give at least half a week’s notice ahead of the interview date.

All applicants who attend an interview will be offered feedback. It is not possible for us to give individual feedback if you have not been selected for an interview.

Thank you very much for your interest in this role. We look forward to hearing from you.



**National Survivor  
User Network**

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USER NETWORK (NSUN)  
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