THE ASSOCIATION OF JAMAICANS UK (AOJUK)

Job Description: Non-executive Director of Strategic Engagement

1. Purpose of the Role

The Director of Strategic Engagement will develop and maintain relationships between AOJUK and key external organisations, institutions and stakeholders to advance the Association's mission and objectives.

The role will focus on liaison with the Jamaican High Commission, engagement with other Jamaican organisations in the UK, identification of opportunities for collaboration, and support for the branches in developing local partnerships and networks.

The Director will also facilitate occasional national communication with the Jamaican community in the UK on matters of shared interest and relevance to the Association's mission.

2. Key Responsibilities

A. Liaison with the Jamaican High Commission

- Establish and maintain constructive working relationships with the Jamaican High Commission in London.
- Keep the High Commission informed, where appropriate, of AOJUK's activities, priorities and significant community initiatives.
- Identify opportunities for cooperation on matters of mutual interest, including cultural, social, educational and community welfare activities.
- Facilitate communication between the High Commission and AOJUK's leadership and branches when relevant.
- Support appropriate engagement with events, consultations and initiatives involving the High Commission.

B. Engagement with Jamaican Organisations

- Develop and maintain relationships with Jamaican community organisations, associations, charities and other relevant bodies across the UK.
- Identify organisations with shared interests and objectives that complement AOJUK's mission.
- Encourage constructive dialogue and the exchange of information, experience and good practice.
- Explore opportunities for joint events, community initiatives, projects and campaigns where these offer mutual benefit.
- Promote AOJUK's role and contribution to the Jamaican community in the UK.

C. Strategic Collaboration and Partnership Development

- Identify opportunities for AOJUK to collaborate with external organisations on matters relevant to its mission and objectives.
- Bring potential partnerships and collaborative initiatives to the attention of the Central Executive Committee (CEC).
- Support the development of practical proposals for joint activities, where appropriate.
- Maintain an overview of key relationships and partnership opportunities.
- Ensure that proposed collaborations are consistent with AOJUK's objectives, resources and agreed policies.

D. Support for Branches: Local Liaison and Networking

- Support the branches in identifying relevant local organisations, community groups, public bodies and other stakeholders.
- Encourage branches to develop constructive relationships with local authorities, community organisations, voluntary-sector networks and other relevant partners.
- Share information about useful contacts, partnership opportunities and community initiatives across the Association.
- Help branches identify opportunities for joint activities and local collaboration.
- Encourage the exchange of experience and good practice between branches while recognising their individual priorities and circumstances.

E. National Communication with the Jamaican Community

- Facilitate occasional communication with the wider Jamaican community across the UK on matters relevant to AOJUK's mission.
- Identify issues of shared interest that may benefit from wider community discussion, engagement or cooperation.
- Support the circulation of relevant information, announcements and opportunities through appropriate communication channels.
- Encourage constructive dialogue between AOJUK, community organisations and individuals on matters affecting the Jamaican community.
- Work with the relevant AOJUK officers to ensure that communications are accurate, appropriate and consistent with the Association's agreed position.

3. Accountability and Working Relationships

The Director of Strategic Engagement will report to the CEC and work collaboratively with the Chair, other Directors and the three London branches.

The Director will act as a relationship-building and coordination lead for external engagement. Any formal commitments, public positions, partnership agreements or representations on behalf of AOJUK must be consistent with the Association's constitution and authorised procedures.

The Director will keep the CEC informed of significant discussions, opportunities, partnership proposals and issues arising from external engagement.

4. Person Specification

The Director should demonstrate:

- Good interpersonal, communication and relationship-building skills.

- An ability to engage constructively with community organisations, public bodies and institutional representatives.
- An understanding of the Jamaican community in the UK and the role of voluntary organisations.
- The ability to identify shared interests and develop practical opportunities for collaboration.
- Good judgement, diplomacy and an appreciation of confidentiality and organisational representation.
- A willingness to support the branches and promote cooperation across AOJUK.

Previous experience in community engagement, partnership development, public relations or voluntary-sector leadership is desirable but not essential.

5. Review

This job description may be reviewed by the CEC to reflect AOJUK's strategic priorities, partnership opportunities and organisational needs.