

## Recruiting members for CAAT's new Advisory Council

Campaign Against Arms Trade (CAAT) is recruiting **six** volunteers to sit on our new Advisory Council, which will support the work of the organisation by helping to guide our strategy and direction, develop new thinking around our grassroot activism, research, campaigning and advocacy work, and strengthen our solidarity networks, coalitions and allyships, especially with and amongst marginalised and racialised communities.

### **About CAAT**

CAAT is a UK-based grassroots campaign and non-governmental organisation committed to the abolition of the international arms trade. We combine grassroots activism and political campaigning with critical international law and policy-based advocacy, backed by rigorous investigative research. CAAT stands out for its participation in both activist and NGO spaces, its commitment to centring survivor and diasporic communities, and for its vision of abolishing the arms trade and the systems of power that it is part of.

We have been working to grow and embody our values around anti-racism and anti-oppression including by being self-accountable around the privileges we hold, and the ways we can reproduce formal and informal power structures that exist within our society inside our organisation.

We envision a just, peaceful and sustainable world built on foundations of equity and solidarity. Our organisational mission is to end the arms trade, including the violence, oppression and corruption that it perpetuates.

For more information, visit CAAT's website.

### **How CAAT is governed**

CAAT has a small staff team (currently 7), each working 4 days a week, as well as currently five freelancers working varying hours. The staff team operates non-hierarchically, with broad consensus- based decision making and a system of mutual peer support and review.

CAAT is a Company Limited by Guarantee, governed by a Board of Directors known as the Steering Committee. This includes half the staff team on a rotating basis, as well as currently eight volunteer non-staff directors. The Steering Committee oversees matters of strategy, finance, staffing, HR policies, legal compliance, and other organisational matters, with the non-staff directors acting as the employer for the staff. The SC likewise operates non-hierarchically with decision-making by broad consensus.

### **The new Advisory Council**

Over the course of a recent long-term strategy process and governance review, we identified the need for an additional body, the Advisory Council, which could take a broader, more long-term and strategic view of CAAT's activities, provide fresh perspectives, and expand our networks. Formally, "The purpose of the Advisory Council is to discuss questions of Organisational strategy and direction, offer new ideas for areas of work or ways of working,

hold the staff and directors accountable to the Organisation's vision, mission, and values, extend the Organisation's networks of contacts and allies, and to make recommendations to the staff and directors on these and other related matters".

The Advisory Council will include 6-12 members, in addition to a rotating non-staff director to provide a link to the Steering Committee. It is required to meet a minimum of twice a year (though we are looking to hold four in the first year). Some members of staff will be present at each meeting to provide updates and answer questions. The Advisory Council will be supported administratively by the staff team, who will supply relevant papers and information, but will be largely self-directed in organising and structuring its meetings.

Members of the Advisory Council will not be directors of the organisation, and will not have legal, financial, or employment responsibility, which will remain with the Steering Committee.

New members of the Advisory Council will be given a thorough introduction to CAAT and induction into the role, including opportunities to meet the staff (in-person and/or online).

### **The role**

As members of the Advisory Council, your key responsibilities will be:

- Participating in Advisory Council meetings, mostly online but from time to time in person (costs covered).
- The Advisory Council should meet at least twice per year, but may do so more frequently, in accordance with members' capacity and what the Advisory Council considers necessary to fulfil its role. In the first year of operation, we would be looking to arrange four meetings, including an initial in-person inaugural meeting.
- Participating in CAAT supporter gatherings every other year (in addition to regular meetings).
- At the meetings:
  - Discussing matters relating to CAAT's strategy and direction
  - Discussing new ideas for CAAT's ways of working
  - Discussing ways to develop CAAT's networks and outreach, especially among marginalised and survivor communities
  - Discussing ideas for developing CAAT's fundraising
  - Reviewing and evaluating CAAT's activities, and asking questions of staff and Directors.
- In between meetings (roughly 1 day per month, depending on individual capacity)
  - Engaging in the process of scheduling and planning subsequent meetings to follow up on specific ideas and initiatives
  - Reading and providing feedback on relevant papers from the staff and Steering Committee
  - Preparing discussion topics for AC meetings, including by inviting and engaging with CAAT staff and directors
  - Maintaining familiarity with CAAT's campaigns and activities, ideally through participation, in line with members' interests, activities and networks.
- The role will **not** involve responsibility for day-to-day conduct of CAAT's activities, or for legal, financial, or HR oversight of CAAT (which are the responsibility of the Directors on the Steering Committee).

- The role is voluntary, but CAAT will pay all expenses associated with travel to in-person meetings, as well as daily subsistence expenses.

## Who we are looking for

The kind of experiences and characteristics we are looking for in Advisory Council members include:

- Support for and alignment with CAAT's Vision, Mission and Values.
- Support for and experience with collaborative, non-hierarchical modes of organisation and work, and abolitionist approaches to social and international justice work.
- Experience of, and preferably current involvement in organising, activism and research in movements, collectives, NGOs, or academic institutions, (paid and/or voluntary) on issues relating to arms trade, militarism, peace & conflict, human rights, migrant justice, climate justice, international justice and accountability and other areas intersecting with the arms trade.
- Experience of strategic planning and organisational renewal for organisations, collectives and community groups and networks in the voluntary sector and/or in social movements
- A personal commitment to and strong motivation for organising and activism work, and experience in self-organising with others.
- Applicants are **not** expected to have specific knowledge or expertise on the arms trade, but a good understanding of the political context in which the arms trade operates is preferable.

We are particularly warmly inviting those with lived experiences of international conflict and structural violence, and those involved in anti-militarist and intersecting social activism in collectives and movements.

We also warmly encourage applications from people from marginalised communities and groups, including but not limited to LGBTQ+, BIPOC, neurodiverse, and disabled people.

## How to apply

Please apply using one of the below methods:

- Using the online Charity Job application process (requiring you to submit a CV and covering letter)
- Submitting a CV and covering letter to [recruitment@caat.org.uk](mailto:recruitment@caat.org.uk)
- Submitting a video or audio file (no longer than 2 minutes) to [recruitment@caat.org.uk](mailto:recruitment@caat.org.uk)

Your covering letter, video or audio submission should set out your interest in and suitability for the role — sharing about yourself, relevant experiences and activities, and the ways you would hope to contribute as a member of the Advisory Council.

**We will accept applications until 09:00 GMT on Monday 9th February. We will aim to hold interviews for short-listed candidates on Wednesday 25th February and Tuesday 3rd March (or the soonest after, if you are not available on these days).**