



**Job Application Pack**  
**LGBT Humanists volunteers**

**Role type:** Voluntary

**Reports to** Rhian Jones, LGBT Project Manager

Thank you for downloading this pack. At Humanists UK, our dream is of a tolerant world where rational thinking and kindness prevail. Our dedicated staff of 25 and hundreds of volunteers work hard to achieve this aim.

**Is this the right position for you?**

LGBT Humanists is the LGBT section of Humanists UK, a charity working towards a tolerant world where rational thinking and kindness prevail. We are looking for volunteers who'd be able to help with events and promotion - including marching with us at Pride events across the country.

If you would like to help us as a volunteer, please email us your CV and explain why and how you'd like to get involved. Please use the subject '**LGBT Humanists volunteer**' and send to [hr@humanism.org.uk](mailto:hr@humanism.org.uk).

If you have any questions about the post, please feel free to contact the LGBT Project Manager by email on [rhian@humanism.org.uk](mailto:rhian@humanism.org.uk) - they will be very happy to talk more about the role with you.

Best wishes and good luck,

A handwritten signature in black ink that reads "Andrew Copson". The signature is written in a cursive, flowing style.

**Andrew Copson**, Chief Executive

## **More about Humanists UK**

At Humanists UK, we want a tolerant world where rational thinking and kindness prevail. We work to support lasting change for a better society, championing ideas for the one life we have.

We do this because we're humanists: people who shape our own lives in the here and now, because we believe it's the only life we get. Our work helps people be happier and more fulfilled, and by bringing non-religious people together, we help them develop their own views and an understanding of the world around them.

We're committed to putting humanism into practice. Through our ceremonies, pastoral support, education services, and campaigning work, we advance free thinking and freedom of choice so everyone can live in a fair and equal society.

Founded in 1896, we are trusted by over 85,000 members and supporters to promote humanism. Our policies are informed with the support of over 150 of the UK's most prominent philosophers, scientists, and other thinkers and experts and we seek to advance them with the help of over 100 parliamentarians in membership of the All Party Parliamentary Humanist Group. Our trained and accredited celebrants conduct highly bespoke funerals and other non-religious ceremonies which are attended by over a million people each year.

## **Our LGBT Humanists work**

The LGBT Humanists Team consists of:

- Christopher Geake (LGBT Humanists Chair)
- Jenny Bartle (LGBT Humanists Committee Member)
- Brian Penfold (LGBT Humanists Committee Member)
- Rhian Jones (LGBT Project Manager)

## **Role of the LGBT Humanists volunteer**

### **Key Tasks and Activities**

We are looking to expand our base of dedicated and enthusiastic volunteers to help us:

1. Organise social events across the country
2. Set up and set down at socials and event locations
3. Fundraise at socials and events
4. Support local groups with stands and marches at Pride events across the country

All LGBT Humanists volunteers will report directly to the LGBT Project Manager.

## **Equal opportunities policy**

Humanists UK is committed to equality and, within the constraints of its small size and limited financial resources, aims to achieve best practice as an equal opportunity employer. Humanists UK also aims to achieve best practice in its work with volunteers and in relation to its activities generally. Humanists UK is an organisation with an ethos based on humanism and therefore qualifies under equality legislation as an organisation with 'an ethos based on religion or belief'. Certain posts where there is a genuine occupational requirement (GOR) may be reserved for individuals with humanist beliefs or sympathy with humanist beliefs. However, Humanists UK aims to restrict such requirements to the minimum and undertakes to review all positions where a GOR may apply in order to establish whether there is a genuine and determining requirement.

Humanists UK's equal opportunity policy is that in all aspects of employment, from vacancy advertising, selection, recruitment, training and development, and promotion, to conditions of service and reasons for termination of employment, no individual will be discriminated against on the basis of their gender, transgender status, sexual orientation, race, colour, ethnic origin, nationality, disability, marital status, caring or parental responsibilities, age, or religion or belief (unless there is a genuine occupational requirement), or any other grounds that are irrelevant to their ability to meet the requirements of a post. Humanists UK is committed to providing a working and social environment in which the rights and dignity of each individual are respected, and which is free from discrimination, prejudice, intimidation, and all forms of harassment including bullying.

## **Recruitment and promotion**

### **i. Vacancy advertising**

- Within financial constraints, steps will be taken to ensure that knowledge of vacancies reaches underrepresented groups.
- Where a GOR applies, this will be stated in advertisements.

### **ii. Selection and recruitment**

- Selection criteria (job description and person specification) for any post will be reviewed to ensure that they are justifiable on non-discriminatory grounds as being essential for the effective performance of the job.
- All appointments will be strictly on merit.
- More than one person will be involved in the selection interview and recruitment process, and the most senior person will be responsible for ensuring the process complies with this policy and good practice.
- Where possible, both women and men will be involved in the shortlisting and selection processes.
- Shortlisting and selection processes will be based solely on the job description and person specification, with candidates scored against these criteria.
- Where possible, efforts will be made to identify and remove unnecessary/unjustifiable barriers and provide appropriate facilities and conditions of service to meet any special needs.