



## CSF event and engagement volunteer

The voluntary work placement will play a key role in supporting the planning, outreach, and delivery of the Casework Solidarity Forum, hosted by Haringey Migrant Support Centre (HMSC).

The Casework Solidarity Forum (CSF) brings together frontline migrant solidarity organisations from across the UK. The Forum is a space for organisations to think collectively, strategically and systemically. It aims to amplify the voices of frontline workers and the people they support, create sustainable structures for peer learning and strengthen campaigns for change.

### Commitment

- One to three days per week, on a Monday-Thursday, depending on your availability. This could be part of a university work placement or a separate volunteer role.
- 3-6 months commitment starting from April
- Hybrid working (from home and HMSC's office in N15)

### This is a varied role. Potential tasks and responsibilities include:

- Assist with event outreach and relationship building, including contacting grassroots organisations
- Support email communications e.g. sending invites, tracking RSVPs
- Provide administrative support (e.g. note taking in meetings, organising shared documents, maintain and update registration lists)
- Help coordinate workshops and session logistics, e.g. liaising with speakers, accessibility
- Support the development of event materials and creative outputs (e.g. agendas)
- Support on-the-day event coordination and logistics

### Benefits:

- Skills in communication and community engagement
- The opportunity to build connections with frontline migrant solidarity organisations
- Mentorship, support and personal development
- Hands on experience in event coordination and logistics
- A reference and recognition of contributions post-event
- Please note that this role is unpaid. HMSC will reimbursement travel and lunch expenses

### Application deadline: **Wednesday 18<sup>th</sup> March 2026**

To apply, please fill out an application form on our website. Ideally, we are looking for someone to start on the week beginning **13th April 2026**