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| Role Title: Head of IT | Date: 26/04/2019 |
| Reports to: Abby Chicken | Type of Role: Full Time |
| Location: London | Direct reports: Yes |

**You’re Pride In London**

Pride in London means many things to many people, it belongs to our community and it belongs to you; come and join the conversation!

Forty-six years since the first Pride march in London, Pride in London has a renewed sense of purpose to highlight the challenges still facing the LGBT+ community today despite progress. We are run by a group of volunteers who are passionate about equality and diversity and are drawn from all walks of life; together we pull off the UK’s biggest free LGBTQ+ community event every year. Pride aims to raise awareness of LGBTQ+ issues and campaign for the freedoms that will allow all of our community to live their lives on a genuinely equal footing.

Around 150 people volunteer year-round to help us deliver what has become a world-class Pride. We welcome applications from everybody, and are especially keen to attract new volunteers from the BAME, Trans, Bi, Non-binary and Queer communities who we would love to see more widely represented in our organisation.

**Your new team**

Our organisation is home to around 150 year round volunteers with another 1000 supporting us on the day of Pride. The Volunteer Engagement team have responsibility of recruiting, training and taking care of the well being of our volunteers. This includes maintenance of systems, processes and information relating to volunteer management; which is where our new Head of IT comes in!

**Your new volunteer role**

* Technical stewardship and management of digital inventory (domains, root accounts, certificates, servers, gsuite management, etc)
* Along with the wider VET team produce organisational guidelines and policies surrounding IT, data control, security processes
* Produce guidelines on keeping the account secure, including enforcing certain security requirements on high-value accounts (e.g directors, ops team lead)
* Provide training and support to all teams surrounding data inventory and control (GDPR)
* Provide training and support to all teams, alongside the Digital Team, with internal tools and processes,
* Work with the digital team in technical delivery of projects and overall technical strategy of Pride in London as a whole

**Who you are**

The ideal candidate for this role would be:

* Strong technical skills
* Strong people management skills
* Have excellent written and spoken communication skills.
* Be able to keep calm in stressful situations.
* Confident decision maker
* Breadth of familiarity throughout the IT industry
* Familiar with budget process
* Work well as part of a team but also independently.
* Be comfortable engaging with senior stakeholders, business owners and

 managers and people you’ve never met before.

* This is a role that requires long-term commitment. Time required will be 4-6 hours per
* week with 1 Saturday morning per month increasing to 5+ hours as we get into the

 month of May.

**What you’ll get joining Pride in London**

* A friendly and welcoming induction course and a variety of training that’s offered throughout the year
* An opportunity to get new and relevant professional experience
* A chance to broaden your professional network
* Play an important part in delivering the Pride in London event
* Social opportunities to meet the diverse and friendly bunch who volunteer for Pride in London

**Your application**

Please apply with a CV and covering letter to **recruitment@prideinlondon.org**, indicting the job role in the email subject line.