# Role Description for Hidayah National Outreach Officer

Are you passionate about community engagement, advocacy, and building meaningful partnerships? Join Hidayah as a **National Outreach Officer Trustee** in this voluntary role and help strengthen support networks for LGBTQ+ Muslims across the UK.

Hidayah is a volunteer-led organisation supporting LGBTQ+ Muslims through community support, advocacy, education, and wellbeing initiatives. This role requires a minimum commitment of **4–5 hours per week**, with additional time required during busy periods or organisational activities.

## What is the purpose of the role?

The National Outreach Officer Trustee leads on developing and maintaining relationships with external stakeholders, community organisations, and outreach partners. The role supports Hidayah's national growth and helps ensure LGBTQ+ Muslims can access inclusive support, representation, and community connections.

## PERSON SPECIFICATION

**Person Specification**
**Essential Knowledge & Experience**

- Understanding of community outreach, partnership working, or stakeholder engagement.
- Knowledge of equality, diversity, inclusion, and safeguarding principles.
- Experience working in voluntary, community, or LGBTQ+ spaces (desirable).
- Ability to work at both strategic and operational levels.

**Essential Skills & Attributes**

- Strong communication and relationship-building skills.
- Confidence networking with diverse communities and organisations.
- Good organisational and planning abilities.
- Ability to work independently and collaboratively.
- Professional, approachable, and proactive attitude.
- Good IT and administrative skills.

To apply for this role, please send your **CV and cover letter** to Emmanuel at hr@hidayahlgbt.co.uk.

## What do we expect from a National Outreach Officer?

**Core Responsibilities**

- Act as a key point of contact between Hidayah and external organisations, community groups, and stakeholders.
- Build and maintain relationships with LGBTQ+ organisations, faith groups, educational institutions, and community networks.
- Promote Hidayah's events, campaigns, and services across relevant communities and platforms.
- Lead outreach initiatives to engage underrepresented LGBTQ+ Muslim communities, including trans and intersex individuals.
- Develop, coordinate, and support a national network of outreach volunteers and representatives.
- Work collaboratively with external organisations to provide signposting and access to wellbeing, legal, financial, and community support services.
- Represent Hidayah at events, workshops, panels, and educational opportunities where appropriate.
- Encourage inclusive dialogue, partnership working, and stronger engagement across LGBTQ+ and faith communities.
- Support the growth, visibility, and positive representation of Hidayah nationally.

## What benefits do I get from this role?

- Opportunity to make a meaningful impact within LGBTQ+ Muslim communities.
- Leadership and charity governance experience.
- Professional development in outreach, partnerships, and community engagement.
- Opportunity to expand your professional and community networks.
- Experience working with a passionate and supportive volunteer team.

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