

Caseworker Role

Reports to: Director

Salary: £24,000 per year pro-rata for a 3 day week, one year fixed term contract.

Introduction: As the guardians of Britain's modern design landscape, this is an integral role for C20 and one where we hope applicants will help broaden our knowledge into new and emerging areas of heritage in the built environment.

Knowledge and enthusiasm for architecture, design and public art from 1914 to the present day is required, plus excellent communication and administrative skills. This is a campaigning role primarily based in our offices in Farringdon, London, and involves contributing to C20 publications and social media.

Context: The Twentieth Century Society is the national amenity society responsible for the study and protection of 20th and 21st century architecture and design. The position involves the assessment and presentation to the Society's casework committee of architectural proposals to alter post 1914 buildings. The Caseworker will represent the Society at site visits and meetings with applicants, representatives from local authorities and national heritage bodies to discuss such schemes and will communicate the Society's views in writing to local authorities and other relevant bodies. They will supervise volunteer helpers.

The person appointed will have broad knowledge of British architecture after 1914 and have an enthusiasm for its protection. The ability to comprehend architectural drawings is vital. Knowledge of the decorative arts and crafts will be a bonus. Some knowledge of listed building and other planning legislation is highly desirable. We particularly welcome applicants with an interest in contested heritage and the heritage of unrepresented communities.

Ability to work under pressure as part of a team and to be adaptable in the context of a small office is essential. The person appointed will need to be self-motivated and work with minimal supervision to a high standard. Excellent communications skills, both verbal and written, are essential, and the person appointed will contribute to the Society's social media output and magazine as well as handling press enquires and interviews. Some travel will be required. Participation in the activities of the Society is actively encouraged.

The Society was founded in 1979 as The Thirties Society. It is a campaigning organisation which defends work of quality regardless of its style or school. It has over 2,000 members and organises an extensive programme of walks, lectures, tours and conferences in Britain and abroad. It is governed by an elected committee and is a registered charity. All applications for listed building consent for demolition are referred to the Society by Local Authorities as part of the planning process. In respect of this work, the Society receives an annual grant from Historic England. We are also alerted to threats to buildings by other means, and carry out proactive casework.

Duties: The post will involve regular attendance at the office (at least two days per week). Some additional travel will also be involved, for which expenses will be paid.

The Caseworker will work on the advice and instruction of the casework committee, its convenor and the Director.

Responsibilities: The Caseworker will be required to:

- Receive, research and comment on statutory and other notifications concerning buildings of our period in respect of proposals for demolition, alteration or other threat.
- Make sure that notifications are responded to within the appropriate time limit.
- Prepare reports and presentations for the casework committee, which meets monthly.
- Attend meetings relating to the above, to negotiate conservation solutions.
- Implement the decisions of the casework committee, including producing and submitting written representations and listing applications.
- Represent the Society on external bodies or committees when required.
- Contribute to the Society's magazine, blog and related outlets to further the interests of the Society.

The closing date for applications is **midnight May 2nd 2022**, and we anticipate that interviews will be held in the following week.

To apply: Please send your CV and supporting letter with the subject line 'Caseworker Application' to Catherine Croft (C20 Director) at catherine@c20society.org.uk