

Operations Consultant - Supporting VODW team

Position: Operation Consultant (Self-employed)

Schedule: Flexible schedule with occasional travel to London for meetings on Sundays

Location: Remote

Rate: £220 day rate

Duration: 24 days per year for 2 years (2 days per month)

About us

The Voice of Domestic Workers is a self-led organisation run by and for migrant domestic workers (MDWs). We are committed to empowering MDWs in the UK by advocating for systemic change, ending discrimination, and securing stronger protections.

As an education and support group, we fight for justice and rights for the more than 20,000 migrant domestic workers in Britain. Our mission is to build a strong, unified voice for MDWs, equipping them with the tools, skills, and confidence to assert their rights, influence policy, and shape public discourse, as well as the future of our organisation.

Find more about us [here](#).

What are we looking for?

As a grassroots charity led by those we serve, we need someone who can translate good ideas into practical action plans that fit our capacity, resources, and community-led approach.

Our organisation is run and supported by a small and dedicated staff team, a Board of Trustees half of whom are Migrant Domestic Workers and a team of Freelance tutors who lead our education programme. We hold open weekly Sunday meetings for our members at Unite the Union in London as a base for our community activities.

We recently completed an in depth organisational review that identified key challenges and opportunities for growth. We are now looking for an experienced Operations Consultant to help

us implement the resulting recommendations from this investigation in a realistic, sustainable way that works for our team.

This flexible role is perfect for someone who excels at turning strategy into achievable practical next steps while working just a few days each month.

Responsibilities

- Help us develop clear, step-by-step implementation plans from our organisational review recommendations
- Design simple systems that improve our effectiveness while maintaining our core values
- Review and update our policies to ensure they are current and fit for purpose
- Support our small team through skills development and mentoring
- Help us create realistic timelines and objectives that align with our capacity and resources
- Help establish improved decision-making processes and organisational structures
- Provide guidance on organisational growth and development

Our requirements

- We need someone who understands our community and has experience in organisational improvement and development, particularly with community-based organisations
- Understanding of the challenges facing small charities and advocacy organisations
- Experience working with migrant communities or other groups facing systemic barriers
- Strong project management skills with ability to break down strategies into manageable tasks
- Cultural awareness and commitment to community-led approaches
- Knowledge of charity governance, policies and regulatory requirements

More details

This is a part-time role. This means two days per month, which can be worked flexibly according to the needs of the organisation and the member of staff.

Start date: Flexible, ideally late September 2025

Location: Remote with occasional travel to London for meetings on Sundays

Rate: £220 per day

24 days per year at £220 per day for 2 years (2 days per month)

Apply for this role

If you are interested in this role, please send a CV and cover letter telling us a bit more about yourself and why you would like to work with us to coordinator@thevoiceofdomesticworkers.com by 12th September 2025.

We are an equal opportunity organisation and encourage applications from all qualified candidates.