



HOLOCAUST
MEMORIAL
DAY TRUST

Northern Ireland Support Worker

Project Period: September 2025 – February 2026

Project Duration: 45 days

Project Fee: £250 daily rate

Purpose and Role

To support, plan and deliver the Northern Ireland regional Ceremony for Holocaust Memorial Day 2026; to promote and support Holocaust Memorial Day in communities across Northern Ireland.

Reporting to: Head of Outreach, HMDT

Specific activities

1) Plan, support and deliver the Northern Ireland Ceremony for HMD 2026.

- Provide administrative support to the NI HMD Steering Committee.
- Work with the Head of Outreach to manage associated budgets for NI Ceremony
- Oversee and manage all logistics and plans for NI HMD Ceremony, including but not limited to; securing and booking speakers, booking suppliers, arranging guest list and invitations, guest, VIP and survivor support
- Conduct a tender process for services related to ceremony in conjunction with NI administration
- Oversee and manage production of films required for NI HMD Ceremony
- Liaise with key stakeholders in NI including colleagues in the NI administration, including the development and delivery of the regional Ceremony content
- Liaise with colleagues in Scotland and Wales via the regular 'nations/region' group facilitated by HMDT
- Assist Head of Outreach with any reporting and budget reconciliation requirements.

2) Support and encourage local organisations to mark HMD 2026, in liaison with the HMDT outreach team.

- Promote Holocaust Memorial Day (HMD) and the work of Holocaust Memorial Day Trust (HMDT) to new and existing HMD activity organisers (Examples include; Local authorities, schools and youth organisations, and libraries); and to work with HMDT staff to engage sectors that are covered by UK core funded posts
- Attract new organisations and groups to organise an HMD event or activity
- Offer on-going and tailored advice and support, drawing on HMDT website resources.
- Encourage and support participants from last year to take part again this year
- Capture data on the local HMD activities taking place in the sector from direct contacts, by encouraging organisers to enter data on HMDT Website Activity Map and by trawling various social media sites and entering data onto HMDT Salesforce database.
- Report regularly to the Head of Outreach and NI Administration to evidence progress – a combination of brief written progress reports and meetings
- Promote Light the darkness national moment across NI, persuading various organisations (e.g. sports, transport, landmarks) to light up in purple
- Encourage members of the public to Light the Darkness by placing candles in their windows at HMD.



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Anticipated outcomes

- Managing and running a successful Northern Ireland HMD Ceremony
- Increase in the number of organisations in Northern Ireland marking HMD 2026
- Ensure that people across Northern Ireland are aware and take part in the Light the Darkness national moment, in addition to getting buildings across NI light up in purple on HMD.

Anticipated impacts

- More people across Northern Ireland will increase their knowledge of the Holocaust and recent genocides
- More people across Northern Ireland will understand the contemporary relevance, and understand where prejudice, hate speech and persecution lead, if unchecked and normalised
- More people across Northern Ireland will increase empathy for others, especially towards those whom they perceive to be different
- More people across Northern Ireland will take actions (e.g. raising awareness themselves, furthering their learning, or volunteering) as a result of attending/participating in HMD activities.

How to Apply:

Application for the post of Northern Ireland Support Worker. Below you will find further information about the application process and the Holocaust Memorial Day Trust (HMDT).

We will select people to interview using the information you provide in your CV and a cover letter of no more than two pages addressing the following points:

1. Why do you want to work with HMDT?
2. Why do you want the role?

It is important you demonstrate your ability to undertake the role by providing evidence against the **person specification** as we will select people to interview using the information you provide in your **cover letter**. Please also consider completing the optional Equality and Diversity form found [here](#) (the password is HMDT) and submit with your application.

Please send your CV, cover letter and Equality and Diversity form by email to recruitment@hmd.org.uk. Please note we will **only accept applications by email**.

This is an open recruitment process, and we will appoint as soon as we identify an excellent candidate, please apply at the earliest opportunity.

If you would like to discuss any aspect of this role or the application process, please contact recruitment@hmd.org.uk or call 020 7785 7029.

If you have any access requirements, please notify us in advance and we will do all we can to accommodate you.