



HOLOCAUST  
MEMORIAL  
DAY TRUST

## Scotland HMDT Support Worker Brief

Project Period: September 2025 – February 2026

Project Duration: 45 days

Project Fee: £250 daily rate

### Purpose and Role

To promote and support Holocaust Memorial Day in communities across Scotland; and support the planning and delivery of Scotland's national Ceremony.

**Reporting to:** Head of Outreach, HMDT

### Specific activities:

#### **1) Support and encourage local organisations in Scotland 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 in sectors outside of areas covered by UK core funded posts (Local authorities, Schools and Youth organisations)
- Attract new organisations and groups in relevant sectors to participate and/or host HMD events.
- Offer on-going and tailored advice and support, drawing on HMDT website resources.
- Capture data on the local HMD activities taking place across Scotland 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.
- Liaise with HMDT staff and other freelance support workers to support outreach efforts.
- Report regularly to the Head of Outreach to evidence progress – a combination of brief written progress reports and meetings.
- Encourage iconic and other buildings across Scotland to light in purple and participate in the national moment to Light the Darkness.

#### **2) Plan, support and deliver the Scotland Holocaust Memorial Day Ceremony for 2026.**

- Provide administrative support to the Scotland HMD Steering Committee.
- Manage associated budgets for Scotland HMD Ceremony.
- Oversee and manage all logistics and plans for Scotland HMD Ceremony, including but not limited to; securing and booking speakers, arranging necessary travel, creating and managing guest list and invitations, guest, VIP and survivor support.
- Liaise with key stakeholders in Scotland, including Scottish Government, including in the development and delivery of the Scotland national Ceremony content.
- Liaise with colleagues in Wales and Northern Ireland via the regular 'nations/region/group facilitated by HMDT.
- Assist Head of Outreach with reporting and budget reconciliation requirements.

### Anticipated outcomes

- A successful Scotland HMD Ceremony.



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- Increase in the number of organisations in Scotland marking HMD 2026.
- Ensure that people across Scotland are aware and take part in the Light the Darkness national moment, in addition to getting buildings across Scotland to light up in purple on HMD.

### Anticipated impacts

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

### How to Apply:

Application for the post of Scotland 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?
3. How do you meet the person specification?

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](mailto: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](mailto: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.