

COMMUNITY ORGANISER – Parental Leave Cover Position Description



JOB OVERVIEW

TITLE	Community Organiser
REPORTS TO	Organising Program Manager
LOCATION	60 Leicester St, Carlton (some work-from-home optional)
SALARY	Remuneration is at: EV3 \$68,648 - \$78,047 (with exact pay point based on experience) + 10% super and generous leave conditions
FTE	0.8 (4 days per week)
TERM	Parental leave replacement, 9 months (late August 2021 – April 2022) with possibility of extension
APPLICATIONS DUE	9am, Monday 2 nd August

WHO WE ARE

Environment Victoria is one of Australia’s leading not-for-profit environment groups, with a strong history of running strategic, dynamic, people-powered and successful campaigns to take action on climate change and improve environmental protections. Our campaigning is solutions-based, founded on research and aims to build enduring community power. Our team of about 20 staff is nimble, creative and fun.

We know that to prevent the worst impacts of climate change, we need to leave fossil fuels in the ground and shift to a clean energy economy. Victoria is making some great progress with some strong clean energy policies and new projects in the pipeline, but we still have three of the world’s dirtiest coal burning power stations producing most of Victoria’s energy. This needs to change.

Our community organising program is building a people-powered movement to create a faster and fairer transition from fossil fuels to clean energy, and to protect water and communities connected to Australia's largest river system. In 2021-22 we are coordinating exciting new training and leadership development opportunities across parts of the state most relevant to our campaign activities including the Latrobe Valley, Goulburn Valley and several other regional and metro locations.

This is a key role in our skilled and dynamic Community Organising team bringing energy, experience and strategic thinking to the roll out of our new Action Network organising structure.

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WHO YOU ARE

You are highly motivated, hard-working and passionate about empowering people from all walks of life to get active in social movements for positive change. You care about climate justice and centering communities at the frontline of climate impacts and the energy transition. You have a strategic understanding of effective community organising models and you know all about building and leveraging community power to get a win. You are digitally savvy, and you want to be part of a diverse movement that includes us all.

THE ROLE

We are looking for a team-player who will work closely with the Organising Program Co-Managers and other members of the Organising team to ensure the successful roll out and ongoing strategic work of Environment Victoria's Action Network. The successful candidate will be someone with excellent people skills and the confidence to jump in and hit the ground running.

Key activities and selection criteria are described below.

ACTIVITIES

- Identifying and recruiting new volunteer leaders
- Individual volunteer coaching and support for decentralised organising activities, data management and local tactic delivery
- Developing and delivering trainings in community organising and campaign skills
- Contributing to plans to best support and grow the Action Network
- Establishing network support infrastructure such as cyclical leadership gatherings, online communication channels, and data platforms
- Designing and facilitating peer learning spaces
- Giving input as needed into campaign strategy and tactic development and leading on tactic implementation relevant to the Action Network.
- As needed, represent Environment Victoria to build relationships with allies, at external events, in media, or other opportunities as they arise.

SELECTION CRITERIA

Essential

1. Experience working on community campaigns in an organising role, including planning and implementing engagement tactics like local events, peer-to-peer texting, phonebanking, or shareholder engagement

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2. Excellent written and oral communication skills, and an eagerness to get 'out and about' and talk with people, both online and offline
3. Experience recruiting, supporting, training and facilitating volunteers and groups in community engagement or organising tactics
4. Excellent people skills - great at building a rapport with a wide range of people; great at one on one relationships and in groups of people; great at navigating social situations and using intentional relationship management skills to get group outcomes
5. Highly organised and professional, with the ability to work both independently and as part of a team
6. The ability to lead on tactic delivery in a fast-paced environment while liaising with different teams and sometimes competing interests
7. Experience using online databases and digital organising tools to effectively segment and communicate with different types of volunteers
8. Commitment to achieving positive environmental and climate justice outcomes and an ability to understand and communicate about a broad range of environmental issues

Desirable

- Experience building alliances and local power in grassroots communities for campaign outcomes
- Familiarity with the Victorian political system and current Victorian environmental issues on the political agenda

Applicants are expected to hold a current Victorian Drivers License.

TERMS AND CONDITIONS

The position is a 0.8 FTE parental leave replacement position. Melbourne-based preferred but other Victorian-based locations will be considered.

Remuneration is at: EV3 \$68,648 - \$78,047 (with exact pay point based on experience) + 10% super and generous leave conditions.

- Environment Victoria is strictly non-partisan and an equal opportunity employer. We encourage people with diverse backgrounds to apply.
- Environment Victoria staff are required to operate in a manner consistent with organisational values and policies.
- After hours and weekend work will be required, but is covered by generous flexi time and time-off-in-lieu provisions.

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REPORTING

The successful applicant will report to the Organising Program Co-Managers, working within the Community Organising team. They will work closely with staff working across Environment Victoria's Communications and Campaigns Teams.

HOW TO APPLY

Please submit the following:

- A cover letter explaining your interest in the role and explaining how you meet the key selection criteria (max 2 pages)
- A current CV, including names and contact details of 2 referees.

Please email your application to admin@environmentvictoria.org.au by 9am Monday 2nd August, 2021. The position will ideally commence from late Aug 2021.

We strongly encourage applications from Aboriginal or Torres Strait Islander peoples, people of colour, women, people with disability and members of the LGBTIQ+ community.

For information not addressed in the position description, contact Taegen Edwards, t.edwards@environmentvictoria.org.au, 0438 787 026.