

Community Organiser – Gippsland Position Description



JOB OVERVIEW

TITLE	Community Organiser - Gippsland
REPORTS TO	Community Organising Co-Manager
LOCATION	Latrobe Valley/Gippsland Flexible working arrangements.
CLASSIFICATION	EV 3
SALARY	\$78,348 to \$89,064 per annum (pro-rated for part time) plus superannuation and generous leave conditions
STATUS	0.6 FTE / Part-time (3 days a week)

WHO WE ARE

Environment Victoria (EV) is one of Australia's leading not-for-profit environment groups, with a strong history of running strategic, dynamic, people-powered campaigns to tackle climate change and improve environmental outcomes. Our work is solutions-based, grounded in research, and focused on building enduring community power.

We inspire and empower communities across Victoria to take action for a just society living in harmony with a healthy environment. Our team of around 30 staff and hundreds of volunteers is nimble, creative and committed to justice, equity, diversity and inclusion.

EV is a campaigning organisation that wins environmental outcomes by holding governments and businesses to account. Our power comes from:

- Building and connecting organised people power with decision makers
- Maintaining a trusted voice for solutions grounded in environmental justice
- Acting as an ally, leader and network builder

Our community organising program is building a people-powered movement to take on the biggest challenges and win lasting change. We mobilise supporters statewide and support local, strategic campaigns to protect nature and move Victoria away from fossil fuels to a clean energy future, ensuring impacted communities are front and centre.

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This role sits within our Community Organising team and focuses on building community power in the Latrobe Valley and Gippsland as part of our Climate campaign. You'll work closely with local groups and organisations active on issues like the energy transition, mine remediation and rivers.

WHO YOU ARE

You are highly motivated, hard-working and passionate about empowering volunteers to get active in social movements for positive change. You care about climate justice and centering communities on the frontline of the energy transition. You have a strategic understanding of community dynamics; 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

The Community Organiser will be working in the Latrobe Valley/Gippsland region to build on the work that has been happening over the last decade in the community to secure a fair and fast energy transition and to repair our environment for generations to come in the Valley. You'll be identifying, supporting and enabling grassroots leadership and working with local groups and organisations on shared campaigns where aims are aligned. And you'll be finding new voices, and building a network of volunteers who can run local campaigns that align with Environment Victoria's campaign goals.

RESPONSIBILITIES

- Drive the growth of the Gippsland region of the volunteer Action Network, including recruiting, training, coaching and supporting volunteers to collaboratively develop and deliver movement building plans and campaign tactics.
- Build and maintain key relationships with local groups, partners, stakeholders and residents in the Latrobe Valley and Gippsland, including First Nations groups and community leaders.
- Contribute to ongoing strategy development and planning, in particular providing insight and expertise on the experience of the Latrobe Valley community and regional perspectives.
- Represent Environment Victoria and our campaigns in the community and to local stakeholders including politicians, union representatives and corporate representatives.
- As part of the Organising Team, support the planning and delivery of centralised network activities, such as webinars and volunteer training summit.

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PERFORMANCE MEASURES

- Effective relationships with partners, stakeholders, EV supporters, and members of the community in target areas.
- Increased number and level of engagement of campaign supporters and volunteers in target areas.
- Increased skill level of key campaign supporters and volunteers through campaign training, support and management.
- Effective management of difficult community dynamics in response to our campaign, and effective management of complex public narrative locally.
- Effective delivery of local campaign and movement building tactics.

SELECTION CRITERIA

Essential

1. Experience and a connection with the Latrobe Valley region and community.
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.
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 deliver results in a fast-paced environment while liaising with different teams and sometimes competing interests.
7. Commitment to achieving positive environmental outcomes in a socially just way and an ability to understand and communicate about a broad range of environmental issues.

After hours and weekend work will be required. Applicants are expected to hold a current Drivers Licence and either hold a current Working with Children Check (Employee card) or attain one within the probationary period.

Desirable

- Experience working or volunteering on community campaigns in an organising role, including planning and implementing engagement tactics like local events, peer-to-peer texting, phonebanking, or customer, staff or shareholder engagement.
- Experience building local alliances or working with diverse stakeholders in a community setting.

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- Experience using online databases and digital organising tools to effectively segment and communicate with different types of volunteers

THE BENEFITS OF WORKING AT ENVIRONMENT VICTORIA

We believe in the power of people to make a meaningful impact across the state. We are proud of our team culture and work with intention to foster a workplace grounded in our core values of love, justice, courage, innovation and impact.

Environment Victoria Enterprise Agreement also offers excellent conditions, including:

- Annual automatic wage increases and a competitive pay scale that allows people to progress annually within their pay range.
- 5 weeks pro rata annual leave. With additional gratis leave days for Easter Tuesday, Melbourne cup Monday and the days between Christmas and New Year.
- Rider-friendly office facilities, such as showers and secure bike storage
- Subsidized car sharing for personal use.
- Access to an Employee Assistance Program, which includes counselling, financial advice, and managerial support.
- Leave policies to cater to a variety of diverse needs, including (but not limited to):
 - Paid overtime at 1.5x for additional directed hours
 - One day additional leave per year for house moving
 - Paid parental leave increasing from 18 weeks to 22 weeks by 2027, including support for both birthing and non-birthing parents, and accessible from 6 months of service.
 - 12 days of leave for menstrual and menopause-related needs.
 - 10 days of leave for First People's Cultural Leave, for Sorry Business or observing other cultural events, occasions or ceremonies.

TERMS AND CONDITIONS

This is a permanent part-time position in Latrobe Valley/Gippsland.

This position is classified at EV3. The commencing pay point will be determined by the successful candidate's number of years of relevant experience, as defined in the Environment Victoria Enterprise Agreement.

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- Environment Victoria is an equal opportunity employer.
- Environment Victoria staff are required to operate in a manner consistent with organisational policies.
- After hours and weekend work will be required and is covered by flexi time and time-off-in-lieu provisions.
- Applicants must have the right to work in Australia, including a valid, appropriate, visa where applicable.

REPORTING

The Community Organiser will report to the Community Organising Co-Manager.

HOW TO APPLY

To apply for this position please submit the following:

- A cover letter explaining your interest in the role and how you meet the key selection criteria (maximum 2 pages).
- A current CV (maximum 4 pages).

Please email your application to work@environmentvictoria.org.au.

Applications close 18th January 2026. Interviews will be held from late January to early February.

The position will ideally commence in late February/early March.

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

All applications received will be screened to ensure they include the requested information in the appropriate format. Applicants will be advised if they have submitted an invalid application enabling them to resubmit before applications close.

For more information about the position or how to apply, contact People & Operations Manager on b.koch@environmentvictoria.org.au.