



POSITION VACANT CAMPAIGN COORDINATOR FOR LOCAL GOVERNMENT ELECTIONS

The Greens NSW is seeking to appoint a Campaign Coordinator for the NSW Local Government elections to be held on 13 September 2008. There are currently 54 councillors in 34 councils across NSW and this election offers an opportunity to further increase The Greens representation.

The Campaign Coordinator will support local Greens campaigns with materials, logistics and media; develop state-wide media strategies and campaign events; and recruit and manage volunteers.

We are looking for a competent and committed individual with knowledge of and commitment to the policies and principles of The Greens. Ideally, you will have advanced written and spoken communication skills, an ability to work under election stress and detailed knowledge of local government issues. A proven track record in election campaigns is preferable.

For more details on the position, how to apply and a copy of the statement of duties, visit www.nsw.greens.org.au/get-involved/positions-vacant, email ianhehir@gmail.com with "Campaign Coordinator" in the subject or call Ian on 0423 278 980. Applications close at 10:00am Monday 26 May 2008.

CAMPAIGN COORDINATOR THE GREENS NSW 2008 LOCAL GOVERNMENT ELECTION CAMPAIGN

A. The Position and Essential Requirements

The Greens NSW is seeking to appoint a Campaign Coordinator for the NSW Local Government elections to be held on Saturday 13 September 2008.

Essential requirements include:

- a commitment to Greens policies and principles;
- respect for the grassroots democratic organisational structures of The Greens;
- flexibility in relation to a variable work pattern;
- strong organisational skills and experience in organising volunteers;
- good written and spoken communication skills;
- election campaign experience is preferred;
- demonstrated ability to work under pressure;
- a sound knowledge of local government issues.

The Greens NSW reserve the right to not make an appointment to this position. The Greens NSW is an equal opportunity employer and practices non-discrimination in employment practices. Our campaign office is accessible for people with disabilities. Suitably qualified and motivated individuals are encouraged to apply.

B. Dates, location and pay

The position is for a period of three months, including one week following the election. The position will be based in The Greens office in Erskineville.



The work is full-time, although a start date earlier than mid-June and a mix of part- and full-time hours can be negotiated. There would be a variable work pattern including some evening and/or weekend work instead of regular office hours. The rate of pay is \$30 an hour (including casual loading) plus 9% superannuation.

C. Applications

Individuals interested in this position are invited to send an application to Ian Hehir, Convenor Local Government Election Campaign Committee, by fax 02 9519 2177 or email ianhehir@gmail.com with "Campaign Coordinator" as the subject line, or by post to 19 Eve St Erskineville 2043. **Applications must be received no later than 10:00am Monday 26 May 2008.** For further details please contact Ian on 0423 278 980.

Applications should include:

- Your name and contact details;
- A brief curriculum vitae, including all relevant political and organisational experience;
- A statement of the ways in which your experience and skills demonstrate that you are suitable for the position(s) and meet the essential requirements as described above;
- An indication of your availability to work on the election campaign in 2008, including your willingness and ability to meet a variable pattern of work or any variation to that pattern that you would require; and
- The names and contact details of three referees.

D. Job Description – Local Government Campaign Coordinator

The Campaign Coordinator will be responsible for

- assisting local campaigns in the production of campaign materials;
- resourcing and advising local campaigns on campaign logistics such as polling booths and leaflet distribution;
- managing volunteers;
- developing state-wide media strategies and template media releases in consultation with local campaigns;
- assisting local campaigns with obtaining media coverage, public appearances by candidates and responses to local political issues as they arise;
- coordination of regional and statewide campaign events;
- preparing a report on the election campaign; and
- assisting with proper completion of local government election returns.