

Position Description

Nanotechnology Project Campaigner Friends of the Earth Australia (3 days a week / 12 month contract)

Overview of the role:

Friends of the Earth Australia (FoEA) is a decentralised, volunteer-driven organisation committed to achieving ecological sustainability and social justice. The FoEA Nanotechnology Project has existed since 2005. The Project's aim is to achieve precautionary management of nanotechnology's environment, health, social and economic risks and challenges, and to ensure that public participation guides nanotechnology decision making. More information on the Nanotechnology Project can be sourced from <http://nano.foe.org.au>.

The Nanotechnology Project campaigner position is focussed on alliance building and outreach, communications work and volunteer management. Key goals of the position are to raise the profile of nanotechnology issues within civil society and to help create opportunities for growth of the Nanotechnology Project collective (the collective). Work plans will be agreed with the campaign co-ordinator and the collective, however, the campaigner will be expected to exercise a high degree of leadership and independent judgement in the week-to-week implementation of the work plan.

Key duties and responsibilities:

1. Work with the campaign coordinator, members of the FoEA Nanotechnology Project collective, and other FoEA staff and volunteers, to meet the objectives identified in the annual Strategic Plan, and to achieve outcomes and complete tasks identified in personal work plans;
2. Build and maintain relationships within the FoEA network and with other Australian allies;
3. Create opportunities for new people to get involved in the collective's work, including through managing and supporting volunteers. At least 40% of work time should be spent facilitating the work of others;
4. Organise public forums and events as required;
5. Contribute to public campaigns around identified nanotechnology enabled products, issues or companies;
6. Produce and distribute information materials;
7. Produce a monthly e-bulletin "Nano News" for interested recipients, provide regular brief project updates for "Chain Reaction" and FoEM e-bulletins;
8. Contribute to website content;
9. Represent the FoE Nanotechnology Project in public and in the media;
10. Undertake research and contribute to project reports, briefing papers and articles;
11. Participate in an annual strategic planning process by the Nanotechnology Project collective, with quarterly reviews; and
12. Produce progress reports for the project co-ordinator and/or the collective as required.

Accountability:

The campaigner will report directly to the Nanotechnology Project co-ordinator. The campaigner will also be a member of the Nanotechnology Project collective. Key issues of policy and campaign strategy will be developed collaboratively by the collective.

Term:

The Nanotechnology Project campaigner position is for three days a week for a period of twelve months, subject to satisfactory completion of a performance review at three months.

Please note that the Project is currently funded on an annual basis. In the unlikely event that funding is not secured for the coming financial year this contract may be terminated early by the employer, with four weeks' notice and pay. This position is a key feature in the Project's strategic plan, and, subject to the availability of funds, the intent is to continue the position beyond the first year.

Conditions:

The Nanotechnology Project campaigner is employed under the terms and conditions described in the Friends of the Earth Australia (FoEA) Workers' Policy. The salary is \$26,669.76 gross/before tax (+ 9% additional super) for 3 days a week for 12 months.

Selection criteria*Essential*

- Demonstrated commitment to environmental justice and the principles and objectives of Friends of the Earth Australia (see <http://www.foe.org.au/about-us>);
- Interest in the environmental and broader socio-political issues and challenges raised by new technologies;
- Campaign experience in the environment or social change movement;
- Volunteer management experience in the environment or social change movement;
- Political judgement;
- Excellent written and verbal communication;
- Demonstrated project management skills, ability to identify and work to achieve priority tasks;
- Demonstrated ability to work independently and as part of a team;
- Facilitation and negotiation skills, diplomacy and a commitment to constructive problem solving; and
- Ability to work from FoE Melbourne.

Desirable

- Experience in a medium-sized, volunteer-driven organisation;
- Website management skills;
- Understanding of Friends of the Earth, its structure and decision making processes; and
- Understanding of the environmental and broader socio-political issues and challenges raised by converging nanoscale technologies.

To apply

Please email a brief CV and a separate statement of suitability addressing the selection criteria to Arius Tolstoshev at arius.tolstoshev@foe.org.au by close of business Friday 16 November 2007.

For further information, please contact Arius on the above email address, or call 03 9419 8700 (Tuesday to Thursdays only).

Applications are due by cob Friday 16 November 2007.