



## **The Australian Youth Climate Coalition**

### **Power Shift Logistics Volunteers Manager**

**TIME COMMITMENT:** 8:00am-6:00pm 13/10/2011-16/10/2011

**LOCATION:** Brisbane

**RESPONSIBLE TO:** Emily Murray (National Logistics Manager)

Applications are due on Sunday 25 September 2011.

### **ABOUT THE AYCC AND THE POSITION**

Established in early 2007, The Australian Youth Climate Coalition ([www.aycc.org.au](http://www.aycc.org.au)) unites over 60,000 young Australians and all major Australian youth organisations to build a generation wide movement to solve climate change. We educate, empower, inspire and mobilise young Australians to solve climate change, through short-term political impact and long-term cultural change.

In 2009, the AYCC ran the largest ever youth conference in Australia, the 2009 Sydney Power Shift for 1500 young people. This incredible event kick started a national movement of young people. In 2010, the AYCC took the Power Shift concept on the road, with regional Power Shifts held in Canberra, Adelaide and Geelong for over 500 young people. In 2011 Power Shift returns, this time in Brisbane and Perth, for two inspirational, empowering conferences.

Each Power Shift conference will be a three-day event, with high profile keynote addresses from Australia's foremost climate change campaigners, interactive workshops and skills training, media stunts, social events and grassroots movement building! Power Shift, like the AYCC, is based upon the passion and dedication of volunteers. We are looking for a bright and confident young leader to manage the Logistics Volunteer team and work in collaboration with the National Logistics Manager to make Power Shift a reality.

### **RESPONSIBILITIES**

1. Direct the logistics volunteers to perform tasks requested by the National Logistics Manager and senior AYCC staff
2. Relay questions, concerns and suggestions from the Logistics Volunteer team to the National Logistics Manager
3. Monitor and report on the wellbeing and performance of the Logistics Volunteer team to the National Logistics Manager
4. Supervise and assist with Logistics Volunteer tasks, including:
  - a. Prepare the Power Shift venue with AYCC banners, arrows and room signs
  - b. Manage the participant registration desk
  - c. Organise conference materials
  - d. Answer participants questions during Power Shift
  - e. Collect special guests from the airport

### **SKILLS**

The Logistics Volunteer Manager will be a confident multi-tasker who is calm in times of crisis. They will have great communication skills and be comfortable working independently. The Logistics Volunteer Manager will need to be responsible and motivated, willing to take the initiative and pitch-in when extra effort is needed. A current drivers license is also highly

desirable. Previous experience working within or managing teams of volunteers for the AYCC or other non-governmental organisations would be advantageous. However, we recognise that the best people may have no formal experience but are quick learners.

### **APPLICATION PROCESS**

Please send a short resume (2 pages max) and one paragraph explaining why you would be suitable for the position to Emily Murray, National Logistics Manager at [Emily.Murray@youthclimatecoalition.org](mailto:Emily.Murray@youthclimatecoalition.org). If you have any questions about the role, please email them to Emily Murray.