



## Chief Executive Officer - 350 Australia

350 Australia is recruiting a new Chief Executive Officer to lead our grassroots movement through its next phase of growth.

**Salary:** \$124,844 - \$129,764, plus super and leave loading (SCHADS level 8)

**Status:** Full-time ongoing

**Location:** Melbourne, Sydney or Brisbane. Other locations may be considered for exceptional candidates

**Reports to:** The 350 Australia board of directors

**Direct reports:** Campaign Directors x 2, Development and Operations Director, Digital Director

350 Australia is growing a grassroots movement to end fossil fuels and create community-led solutions to the climate crisis.

Our vision is for a fairer world where communities can thrive and we are all safe from the impacts of climate change. We believe transformative change is won by social movements led by those with the most at stake. If we grow a grassroots movement with more power than fossil fuel corporations, we will win campaigns that create a fairer and safer world.

For more information, including our current campaigns and 2023-2025 Strategic Plan, visit [our website](#).

### WHY WORK FOR US

350 Australia is a supportive, small team with benefits including professional development and training, an Employee Assistance Program, the ability to work flexibly and from home, cultural leave, and additional employer paid parental leave of 12 weeks after 12 months' service.

We are an equal opportunity employer and will encourage Aboriginal and Torres Strait Islander people, people living with a disability, LGBTIQ+ people, and people from culturally and linguistically diverse communities to apply for roles.

We are committed to operating in a way that upholds justice, equity, diversity, and inclusion (JEDI). Our goal is to become an inclusive organisation for people from diverse backgrounds.

We value the lived experience of people on the frontline of climate change and/or extractive fossil fuel industries and can provide support and training opportunities for the right candidate - we encourage applications from those who don't meet the full criteria below.



## **ABOUT THE ROLE**

This is an exciting opportunity to lead a passionate, effective and diverse team to scale up our impact at a critical time for the climate justice movement. Key responsibilities of this role include:

### *Strategy and organisational leadership*

- Ensuring our work is aligned to our vision, purpose, values and theory of change.
- Oversee the development and implementation of our strategic plans, annual plans, and long-term movement-building and campaign strategies, using a collaborative and grassroots-led approach.
- Build 350 Australia's public profile through representation in the media and public forums, and create opportunities for grassroots leaders and staff to represent our work publicly.
- Maintain strong and positive relationships with external stakeholders including partners, funders, journalists and political offices.

### *Planning and governance*

- Work with the staff team to implement, evaluate and report on the strategic plan.
- Provide regular reporting to the board against the strategic plan and annual plan.
- Management of risk and compliance with relevant laws and charity regulations.
- Liaison with the board and overall governance oversight.
- Oversee the development of new and updated organisational policies, in line with our values and relevant laws and regulations.

### *HR and team culture*

- Direct management of four senior staff, and support for a team of 15 staff, including providing coaching, work plan support, professional development opportunities, and performance reviews.
- Supporting a supportive and high-impact team culture, including ensuring our culture is in line with our values and culturally safe for all team members, especially First Nations and People of Colour team members.
- Management of recruitment where necessary, in line with 350's hiring policy.

### *Fundraising and finances*

- Develop and grow our revenue streams together with fundraising staff, setting ambitious but achievable fundraising goals.
- Develop and maintain strong relationships with our key partners, foundations, and individual donors.
- Oversight of the annual budget, including planning, forecasting, and ensuring we remain financially stable in the long term.



## **SKILLS AND EXPERIENCE**

Required skills and experience:

- Deep understanding of climate justice and commitment to the purpose and values of 350 Australia
- Significant experience with community organising and grassroots campaigning
- Strong leadership skills in a grassroots context, including supporting and coaching others to lead and grow, and making collective decisions
- Significant experience managing teams, including coaching individuals to succeed and supporting positive cultures within teams. This should include demonstrated experience creating culturally safe teams, especially for First Nations and People of Colour staff
- Strong project management experience including the ability to prioritise, juggle competing demands, manage risks, and support regular evaluation and learning.
- The ability to build and maintain positive relationships with a range of stakeholders such as partners, volunteers, funders, political staffers and journalists
- The ability to represent 350 Australia externally in a range of forums, including in the media, alliances, and to decision-makers

Bonus points for:

- Experience working within the climate justice movement
- Previous experience with governance and management of a small- to medium-sized charity (on a board or in a senior role)
- Experience with philanthropic fundraising

## **ABOUT 350 AUSTRALIA**

350 Australia is a national grassroots movement. We support leaders in their communities to engage the public, tell their stories, create art, and advocate to politicians and corporations. We ground our work in climate science and a commitment to climate justice. We will always call for what the science tells us is needed, act in solidarity with communities hit hardest by the climate crisis, and work towards solutions that create a fairer world.

Through community organising and strategic campaigning, we have:

- Supported a Torres Strait Islander-led movement, Our Islands Our Home, to hold the Australian Government accountable.
- Pressured the Albanese Government to cut hundreds of millions of dollars of Morrison-era subsidies for gas projects.
- Shifted Australia's biggest banks to reduce lending to fossil fuel projects.
- Led the divestment movement which has seen \$12 trillion dollars taken out of fossil fuels globally.
- Worked with 13 NSW councils to take steps towards going 100% electric and banning gas appliances in new buildings.



## HOW TO APPLY

To apply for this role, please submit to [chair@350.org.au](mailto:chair@350.org.au) by 5pm Sunday September 29th:

- A CV/resume of no more than 4 pages
- A cover letter addressing the **skills and experience** listed above as well as brief **answers to the following questions:**
  - What does climate justice mean to you?
  - What do you think are the biggest opportunities and threats on the horizon for the climate justice movement in Australia in the next five years?
  - Can you describe a time you've created psychological and/or cultural safety in a team?

Applications that do not address the listed skills and experience or answer these questions will not be considered.

For a confidential conversation regarding this position, please contact Neha Madhok, Co-Chair of the board: [chair@350.org.au](mailto:chair@350.org.au)