



## Organising Manager - Position Description

The 350 Australia Organising Manager is responsible for growing our grassroots movement by leading our team of organisers and managing our training programs.

**Job Title:** Organising Manager

**Location:** Sydney, Melbourne, or Brisbane preferable but negotiable

**Salary:** \$93,860 - \$107,079 plus super and leave loading, depending on experience (in line with SCHADs level 5 or 6)

**Hours:** Full-time (38 hours per week)

**Contract period:** 15 months, with the possibility of extension (dependent on funding)

**Reporting:** The position reports to the Campaigns Director

### About 350 Australia

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: [350.org.au](https://350.org.au)

350.org 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, and cultural leave provided to employees.

350.org Australia is an equal opportunity employer, and we strongly 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 this role.

## **About this Role**

The 350 Organising Manager is responsible for leading our team of organisers and our training programs to build a grassroots movement fighting for climate justice.

As Organising Manager you will:

- Develop a movement building and organising strategy to sit alongside the campaign strategy to shift federal politics on fossil fuels, with a focus on 10 key electorates and national mobilisation
- Manage organisers to deliver campaign tactics and events in their areas
- Work closely with the campaigns director to contribute to campaign strategy development, particularly ensuring our campaigns grow our movement
- Collaborate with the Our Islands Our Home team to support the campaign during key solidarity moments
- Work with volunteers in 1-2 local groups to roll out our grassroots campaigns
- Develop and deliver training both online and in-person to ensure our volunteers have skills and confidence in our campaigns and organising

*350.org.au values lived experience and can provide support and training opportunities for the right candidate - we encourage applications from those who don't meet the full criteria below.*

## **Required skills & experience:**

- A commitment to climate justice and our purpose
- Experience managing staff and volunteers to deliver high impact campaigns and organising deliverables
- Experience in a people-powered campaigning context, including developing strategy for growth, retention and development of volunteers
- Confidence in communicating campaigns effectively
- Proven ability to manage complex and large projects with a team

- Experience utilising CRMs to manage grassroots data (we use Action Network)
- Experience developing resources and training for volunteers

### **Desirable skills and experience:**

- Experience working on electoral campaigns at scale including voter engagement, campaign events, community mapping and candidate engagement
- Experience delivering events including actions and trainings for volunteers
- Experience working on collaborative campaigns with coalitions of organisations or social movements
- Understanding of tech solutions to organising challenges

### **How to apply**

Please send a 2-3 page CV, and a 2 page cover letter explaining your relevant experience and skills to [lucy@350.org.au](mailto:lucy@350.org.au) by 5pm January 29th 2024.

Following this we will shortlist applicants and contact successful candidates for a first, then second round interview which may include a task.

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For questions regarding this position, please email [lucy@350.org.au](mailto:lucy@350.org.au)

