

# Volunteer Position Description

**Position Title:** Darfur Australia Network Education Coordinator

**Position Description:** We are seeking an education coordinator to support the awareness raising activities of the Darfur Australia Network (DAN).

**Start Date:** September 2008

**Finish Date:** Ongoing

**Days/hours per week:** 1 day per week (flexible) plus attendance at fortnightly meeting

**Person Responsible for Volunteer:** Aimee Hazelton

## Key Tasks:

- Work within educational settings to develop partnerships and support/provide awareness raising activities for students
- Create materials and prepare an education pack to be distributed to school groups
- Develop curriculum, activities, literature lists and power points for use by DAN members when educating about Darfur and DAN.
- Support student groups (YAGID) and university groups with their activities separate and in conjunction with DAN
- Coordinate and participate in school and university talks by members of the Darfur community
- Participate in teacher training opportunities (State Geography Conference)
- Additional tasks as required

## Qualifications/Skills/Attributes Required:

- Undergraduate degree in related discipline (or near completion)
- Ability to work independently and use initiative
- Strong communication skills including ability to speak in front of a group
- Good organisational skills
- Understanding of school and university goals and structure
- Desire to promote awareness about Darfur through education
- Willingness to learn DAN's strategies, goals and objectives

**Training/Supervision Provided:**

- Briefing and induction
- Ongoing supervision provided

**Additional Comments:**

DAN has an office in Parramatta and while work can be done from home and out of office hours it would be an advantage if the successful candidate could work from this office. As DAN is an entirely volunteer run group we have a fairly flexible approach to working – your role will be to provide support on a weekly basis and you may have a range of activities, events or responsibilities not restricted to those suggested on this position description. You can be as actively involved as you like and we are always looking for new ideas!

To learn more about the Darfur Australia Network please see our website [www.darfuraustralia.org](http://www.darfuraustralia.org).

**Application**

To apply for this position please send your CV to Aimee Hazelton at [sydney@darfuraustralia.org](mailto:sydney@darfuraustralia.org). If you have any questions or require further details please send an email to the above address or call (02) 9687 9901.