

Schools 4 Schools Coordinator

Position Information Pack

WHO IS OAKTREE?



The Oaktree Foundation is an aid and development organisation run by young people under the age of 26. We believe that education is the most powerful force we have to change the world. Oaktree takes action by partnering with developing communities to make educational opportunities reality.

We do this by supporting educational projects in developing communities, as well as bringing young people together to campaign on issues of global poverty in the Australian context.



In a world where people often only give token responses to poverty, Oaktree believes that young people can be leaders who don't just talk about change but create it. We believe that the key to making lasting change and breaking the poverty cycle is education. At the core of our work are our projects in developing communities. Oaktree partners with local organisations to provide educational opportunities to young people. Currently we support projects in four countries: East Timor, South Africa, Papua New Guinea and India. In Australia we support our projects through advocacy, fundraising and volunteer mobilisation.



THE STORY

In 2002, a young man named Hugh Evans lived and worked in the rural valley communities of KwaZulu-Natal, South Africa. Here he came to understand that bringing opportunity and hope to the community could only be achieved through spirit of partnership. In 2003 Hugh and Nicolas Mackay founded The Oaktree Foundation to harness the potential of young people to reduce poverty and empower developing communities through education.



Oaktree grew from young people sitting in living rooms, cafes, school classrooms and church halls throughout Melbourne who were committed to building on this vision. Our first partnership was created with an organisation in South Africa called Sethani who wanted to build a community resource centre that would provide educational opportunity for 750 orphans and vulnerable children and this success has been replicated many times.



The Oaktree Foundation



“The Oaktree Foundation is an outstanding advocate for increasing awareness among young people in Australia and overseas of development challenges. Its role in mobilising young people to tackle poverty – and to inspire them to believe that they can make a difference – is commendable.”

The Honourable Kevin Rudd MP
Prime Minister of Australia

ACHIEVEMENTS

Oaktree has had some notable achievements either individually or as part of a coalition with other organisations. These include but are not limited to:

- In Australia, we have mobilised more than 10,000 supporters, run more than 300 conferences and speaking engagements and reached more than 150,000 people.
- We were the leaders behind the 2006 Make Poverty History Concert in Melbourne, the 2007 Make Poverty History Zero Seven Road Trip and the 2008 End Child Slavery Campaign.
- In 2007 the Oaktree Foundation was presented with the prestigious ‘Free Your Mind’ award at the MTV Music Awards.
- By now, Oaktree’s Schools 4 Schools program has expanded to over 40 schools across Australia, and is one of the largest programs in the country engaging school students on issues of social justice
- We currently raise over \$400,000 annually to support educational projects in developing communities

What is Schools 4 Schools?

The vision of Schools 4 Schools is to bring Australian schools into partnership with schools in the developing world, encouraging and equipping students to educate each other, and work together to create change.

For a look at what the program looks like on the ground, check out this YouTube video that shows the Oaktree Schools 4 Schools team in action both in South Africa and in Australia.

http://au.youtube.com/watch?v=hTd8I_zssl8. Or for more information on the program, visit the Oaktree website. www.theoaktree.org

Schools 4 Schools is a program designed to inspire, educate, equip, empower and mobilize thousands of high school students to partner with their peers in the developing world, providing them with access to education to break the poverty cycle.

Schools 4 Schools involves the following components:

- 1) *Seed Group*: A group of students who meet weekly at their school to plan fundraising and advocacy initiatives to engage their community. These students are mentored and trained by an Oaktree S4S Coordinator to develop an awareness and understanding of issues facing their partner school overseas, and who are trained in leadership and fundraising to run events that will raise money for their partner school.
- 2) *Interactive Modules*: Schools4Schools has developed interactive classroom workshops that give Australian students real insight into and understanding of what it is like to live in the developing world, and give them the chance to explore the issue and ask questions in a fun, open and interactive environment. These are run by the School Coordinator who is trained in the art of facilitation and team-building.
- 3) *Schools 4 Schools Summit*: This is an annual opportunity to engage not only partner schools, but to connect with schools and students which do not fundraise and do workshops on a regular basis. Held at Challenge Stadium in 2011, the Summit is an incredible opportunity for students from all different schools to get together and learn more about the issues, be inspired by amazing guest speakers, take part in big games and workshops on the topic of development, and walk away feeling like they're part of a greater community of school students working together to break the poverty cycle.

In 2011 Oaktree WA engaged four schools in the program and gave them the opportunity to become a partner school. These schools include: Churchlands SHS, Leeming SHS, Rossmoyne SHS and St. Mary's Anglican School for Girls.

This was the first year Australian partner schools had the choice to partner with our new schools program in Cambodia, or to finish up the last year concentrating on our now completed program in South Africa.

In 2012 we look forward to continuing to build a positive and sustainable relationship with these schools.

Schools 4 Schools Coordinator

<p>Job Outline</p>	<p>The role of the Schools 4 Schools Coordinator is to be the mentor and leader of a group of high school students at one specific high school in Perth (either at St. Mary’s, Leeming SHS, Rossmoyne SHS or Churchlands SHS). The ‘seed group’ meets weekly at a lunchtime determined at the beginning of the year and the coordinator’s role is to attend these weekly sessions and run workshops educating students about their partner school in Cambodia and issues such as HIV/AIDS and poverty. In addition, the coordinator will train the students on specific fundraising skills such as promotions, sponsorship, budgeting and logistics and help them to run two successful fundraisers – one small and one large – during the year. In addition, the coordinator will be involved with facilitating the S4S State Summit and participating in training sessions and whole branch events.</p> <p>The Coordinator has the fantastic opportunity to lead a group of Australian students in workshops and fundraisers, and put into action Oaktree’s belief that the most effective way to create positive action for change is through the investment and engagement with Australian youth to empower them with the understanding of the issues facing their peers living in poverty.</p>
<p>Specific Activities</p>	<ul style="list-style-type: none"> • Regular communication with teachers and students at your specific partner school • Knowledge and research of the workshop issues, and an understanding of the greater issues and solutions • Preparing in advance for seed groups and ensuring you have necessary materials for workshops • Lead the students in creating and organising successful small and large scale events • Creative presentation of workshop materials and interactive engagement with students • Encourage and inspire students to engage with workshop materials and to complete given tasks • Encourage seed group students to register for the S4S State Summit • Working to ensure that content is delivered with enthusiasm and is appropriate for the audience • Be flexible and adaptable to changing classroom situations • Attend weekly Schools 4 Schools Team meetings and fortnightly individual meetings with the WA S4S Manager.
<p>Skills Required</p>	<ul style="list-style-type: none"> • Good ability to teach and lead a group of young people • High quality presentation and public speaking skills • Excellent interpersonal communication skills • Confidence in facilitation and guiding high school students • The ability to understand and respond to the needs of others • Professionalism

The Oaktree Foundation



	<ul style="list-style-type: none"> • Problem solving ability • The ability to manage relationships • Passion and commitment to making a difference • A positive and enthusiastic attitude
Key Performance Indicators	<ul style="list-style-type: none"> • Number of students in the seed group • Long term-commitment from valuable students (consistent attendance and input) • Quality of relationship with contact teacher • Number of students in attendance at state summit • Quality of presentation and facilitation of workshops • Student ownership over fundraisers • Amount of money raised through fundraisers • Continuation of school as a partner school in the following year • Development and recognition of the Schools4Schools brand
Time Commitment	Average approximately 8 hours per week. However, by virtue of this role, this individual will be expected to demonstrate a willingness to go beyond the call of duty and will be expected to participate in 4 Oaktree Whole Branch Events and all training days.
Reports to	Schools 4 Schools Manager

Application Process

To Apply

All applicants are required to submit:

- A current CV.
- A cover letter of no more than 2 pages, outlining the applicant's characteristics, skills, and motivation to join The Oaktree Foundation.

For additional information about Oaktree and our initiatives, be sure to visit our websites:

- www.theoaktree.org Oaktree Foundation main website

Lodging an Application

Applications close 5pm Friday 27th January, 2012. All applications must be received in full by this time by Tim Burns, at t.burns@theoaktree.org. Interviews will take place following the processing of all applications.

Questions

Tim Burns
WA Recruitment Coordinator
t.burns@theoaktree.org
0415 226 712