

South Australian State Director Position Information Pack

“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
Former Prime Minister of Australia

WHO IS OAKTREE?

The Oaktree Foundation is one of Australia’s fastest growing and most dynamic international aid and development organizations. Entirely run by young volunteers under the age of 26, Oaktree has 85,000 members around Australia and has led some of Australia’s biggest poverty campaigns- including the 2006 **MAKEPOVERTYHISTORY** Concert in Melbourne, and the **MAKEPOVERTYHISTORY** Roadtrip campaigns in 2007 and 2010 which succeeded in securing bipartisan commitment to increasing foreign aid to \$4.3 billion. The Oaktree Foundation is also responsible for creating and running the hugely successful Live Below the Line campaign, and in 2012 will be orchestrating an incredibly exciting mass mobilisation which will see thousands of young Australians coming together and advocate for an increase in the government’s commitment to foreign aid.

Oaktree sees education as the key to enabling the world’s poorest individuals and communities to lift themselves out of poverty. As a result, Oaktree works across the Asia Pacific region – in places like East Timor, Cambodia and Papua New Guinea – to build schools, train teachers, and provide scholarships so impoverished children can attend school and much more.

ACHIEVEMENTS

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

- In Australia, we have more than 85,000 members all of whom are playing their part in fighting to end extreme poverty.
- We’re internationally recognized through numerous awards for our high impact campaigning and incredible achievements. In 2010, we were awarded the International Youth Leadership Award for MDG action by the United Nations in New York and, in 2007 we were presented with the prestigious ‘Free Your Mind’ award at the MTV Music Awards.
- We were the leaders behind the 2006 **MAKEPOVERTYHISTORY** Concert in Melbourne, the 2007 **MAKEPOVERTYHISTORY ZEROSEVEN** Roadtrip, the 2008 End Child Slavery Campaign, and the 2010 **MAKEPOVERTYHISTORY** Roadtrip which culminated in the largest poverty focused lobby day in Australia’s history.
- Our revolutionary fundraising and awareness campaign Live Below the Line has raised over \$2 million for fighting poverty in under 18 months, is backed by Hugh Jackman and has been launched internationally in the US and UK through our partners at the Global Poverty Project.
- We’ve raised over \$3.5 million to provide education to some of the most disadvantaged communities in the world – including building schools in East Timor, teacher training in Papua New Guinea,

South Australian State Director

<p>South Australian State Director</p>	<p>South Australian Branch > Director</p>
<p>Job Outline</p>	<p>The role of the South Australian State Director is to lead, inspire and grow the South Australian team in effective implementation of Oaktree initiatives. This role involves visioning for the strategic direction of Oaktree, with the National Extended Leadership Team, and then ensuring these initiatives are translated into the South Australian context. Working with some of the best young leaders around the country the South Australian State Director is the central communication point which mobilises young people in South Australian to join the movement to end extreme poverty.</p> <p>Specifically, the South Australian State Director is responsible for:</p> <ul style="list-style-type: none"> • Working with the South Australian State Management Team to create a South Australian strategic plan utilising input from the National Extended Leadership Team. • Leading, training and developing the South Australian state management team with the Assistant State Director to ensure the effective leadership and growth of the South Australian branch • Overseeing the implementation of both advocacy and fundraising events which achieve the mobilisation of the South Australian community behind The Oaktree Foundation • Managing relationships with key external stakeholders and exploring opportunities for sponsorship and partnership • Overseeing the implementation of key Oaktree programs including Generate and Schools4schools. • Working with the National Chief Operations Officer to develop an understanding of South Australian's role in the national strategy
<p>Key Performance Indicators</p>	<ul style="list-style-type: none"> • Number of volunteers/supporters on the South Australian database • Success and quality of Campaign initiatives run in South Australian • Development of a cohesive, effective and dynamic team, assessed by quarterly performance reviews • Empowered and positive volunteer experience • Achievement of fundraising targets set by team • Impact on wider South Australian community, indicated by public presence (media, events, recognition, relationships)
<p>Characteristics and skills required</p>	<ul style="list-style-type: none"> • Outstanding leadership and management skills • Excellent oral and written communication skills • High level of personal organisation and efficiency • Willingness to take personal responsibility and use initiative to solve problems • Vision and passion • Integrity and humility • Ability to relate to people on a personal level and forge strong professional relationships
<p>What you get out of it</p>	<ul style="list-style-type: none"> • Experience managing a team • Experience developing strategy for your own business unit • Training in resilience, people management and task management • Opportunity to contribute to the world
<p>Opportunities for Growth</p>	<ul style="list-style-type: none"> • Professional development program overseen by the Chief Operations Officer • Executive coaching by an experienced mentor • Opportunities to work with peak aid and development organisations
<p>Time Commitment</p>	<ul style="list-style-type: none"> • 25 – 30 hrs per week, including 2-3 days in the Oaktree office • Inclusive of meetings with state management team and whole team • A stipend, to be offered with this position, will be negotiated with the successful applicant.
<p>Reports to</p>	<p>Chief Operations Officer</p>

To Apply

All applicants are required to submit:

- A current CV of no more than 4 pages
- 2 referees (written or verbal)
- A cover letter of no more than 2 pages outlining the applicant's characteristics and skills.

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

- www.theoaktree.org The Oaktree Foundation main website
- www.livebelowtheline.com.au Live Below the Line website

Lodging an Application

Applications close at 5PM on Sunday 5th February. Shortlisted applicants must be available for interviews in early February, and the successful candidate will begin an intensive induction period on Monday 20th February including travelling to Melbourne (Oaktree expense) between Thursday 23rd to Tuesday 28th February and will formally begin in the role on Monday 5th March.

Any questions or applications should be directed to the Chief Operations Officer – Claire Harman. Claire can be contacted at c.harman@theoaktree.org or on 0430 144 90.