

Volunteer Position Description

Position Title: Multaga Darfur (Community Working Group) Officer

Position Description: We are seeking a volunteer to support the community engagement activities of the Darfur Australia Network (DAN), an organisation seeking to raise the public profile of the humanitarian situation in the western Sudan region of Darfur by initiating a range of public events and campaigns.

Start Date: September 2008 **Finish Date:** Ongoing

Days/hours per week: 1 day per week flexible plus one evening meeting a fortnight.

Person Responsible for Volunteer: Aimee Hazelton

Objectives:

To support and coordinate the efforts of DAN staff and volunteers to design and implement community support and engagement activities. The purpose of the Multaga Darfur working group is to build the capacity of members of the Darfur community to be involved in the activities, management and governance of DAN, active members of the community and effective advocates for the Darfur community in Australia and elsewhere.

About Multaga:

The Darfur working group (Multaga) works with the members of the Darfur community in Australia and other agencies to ensure Darfuri voices and perspectives, particularly those of women and young people, are well represented in DAN governance, management and activities. In partnership with government and community based organisations, Multaga provides support to members of the Darfur community so that they can be active members of DAN and the broader Australian community as well as effective advocates for the Darfur community in Australia and overseas. Multaga also works with community based legal services and settlement service providers to support the resettlement of refugees from Darfur.

Key Tasks:

The Multaga Darfur coordinator will work closely with the DAN coordinator, volunteer coordinator and members of the Multaga Darfur working group to:

- assist with the existing activities of the community working group (such as computer classes, soccer program, swimming classes and women's group);
- help members of the Darfur community to access services that are currently provided in the community and government sector;
- propose, plan and implement short term programs that focus on areas of need identified by the community and not currently addressed by other organisations from the government and community sector;

- provide the relevant information to allow the grants coordinator to apply for grants to fund Multaga activities;
- assist with the monitoring and distribution of grant money;
- contribute to the monitoring, evaluation and learning of DAN, particularly in relation to the Multaga Darfur working group.

Qualifications/Skills/Attributes Required:

- High level analytical and written communication skills
- High level cross cultural communication skills
- High level of understanding and sensitivity to gender issues
- Competency in administration
- Ability to work independently and as a member of a team
- Some community development experience preferred

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.

Application Process

To apply for this position please send your CV to Aimee Hazelton at sydney@darfuraustralia.org. If you have any questions or require further details please send an email to the above address.