



WELA Coordinator: March to June 2019

Expressions of interest to welaprogram@gmail.com
by 9 am Monday 4 March

We are looking for a WELA woman to coordinate our work. Our aim is to build the WELA community across Australia and develop a more sustainable funding model for the following three years of programs for 2020-2022. This year we plan to build state and local networks of women in the environment movement, support their activities and strengthen alumni connections with a gathering in the second half of 2019.

In the first instance we have funding for a part-time coordinator for approximately one day per week for three months from March to May 2019.

The role would include:

- liaising with WELA alumni and friends to support their activities
- updating the website and facebook page
- responding to inquiries about WELA
- acting as a secretariat for the reference group which meets monthly
- assisting the WELA fundraising team
- preliminary planning for a WELA gathering in the second half of 2019

Elections in NSW on 23 March and nationally in May (probably) may constrain how much can happen in the next three months. Funding permitting, the role could be extended for three to six months and possibly longer. The focus from June to August would be the WELA gathering, and from August planning for WELA 2020.

The coordinator will be employed by the Green Institute on a three-month contract.

The contract is for \$5000. The contractor will arrange their own place of work and must have a computer and wifi access. Out of pocket costs are expected to be minimal but will be reimbursed on production of receipts.

We are advertising this role to WELA alumni and friends and hope one of you can take it on. There's no need for a formal application - please send an expression of interest saying what you would aim to achieve in undertaking the role and how you would manage it from a practical perspective. As you know, we need good computer and social media skills!

Send your EOI to: welaprogram@gmail.com **no later than 9 am Monday 4 March**. We would like to have someone in place by International Women's Day (8 March).

More information from any of:

Sue Lewis 0414 310 457, Margaret Blakers 0419 877 325, Karen Alexander 0439 306 829