



reconnecting kids to nature

Nature Play Week Support Volunteer

Position Title	Nature Play Week Support Volunteer
Date Posted	1 Nov 2018
Responsible to	Nature Play Week Coordinator and Kids In Nature Network Director
Location	From home with monthly/ bi-weekly meetings in the CBD. During Nature play Week (17-28 April 2019) more regular availability on site and full availability for launch event
Start Date	1 February 2019
End Date	31 May 2019
Hours per week	+/-5 hours per week/Flexible with more engagement time during NPW April 17-28 and full availability on the launch day on or around April 17

Background

Kids In Nature Network is a catalyst for rebuilding the connection between our kids and the natural world. We exist to link up key initiatives that promote nature play in order to enhance children's well-being and development, promote creative play and facilitate connection to the natural world. We are based in Melbourne, Victoria.

We act to empower, connect and grow a movement of individuals and organisations that gets kids back outside. Our network is diverse with leaders from health, education, environment, urban planning, outdoor recreation, community, government, business, arts and many other sectors.

KINN provides a unique meeting place for collaboration and capacity building through facilitating the sharing of experiences, ideas and knowledge amongst our members and allies. Since 2011, we have held a large number of seminars, workshops, networking events and conference talks.

Purpose of Role

The Nature Play Week Support Volunteer will work closely with the Nature Play Week Coordinator and other volunteers to make sure that Nature Play Week 2019 runs smoothly. In January the call for entries will go out to organisations likely to be interested in tuning an event. During February and March the NPW Support Volunteer will be assisting the NPW Coordinator in administering the entries and uploading them onto the website and promoting these on our Facebook page. A training will be provided to learn how to do this.

During Nature Play Week itself the NPW Support Volunteer will help out on the day of the launch and will be asked to attend several events during the week, to interview organisers and take pictures in order to promote and report on the events, as well as for evaluation purposes.

After NPW the volunteer will help collect and collate the information from the NPW Evaluation Survey.

Key Responsibilities

- Supporting the NPW Coordinator with uploading events to the NPW website calendar.
- Promoting NPW events on the KINN Facebook page and other media.
- Help out with the launch event opening Nature Play Week 2019.
- Attend various events during NPW to interview and document
- Attend monthly or bi-weekly meetings
- Contribute to collectiong and colleting information from the NPW Evaluation Survey roducing a written report/ briefing/ evaluation
- Other related duties as required

Key selection criteria

- a) Experience organising events desirable
- b) Basic knowledge of editing in Wordpress or other websites desirable
- c) Computer skills, particularly Microsoft Office, Word and Excel
- d) Interpersonal communication skills essential
- e) Ability to work independently from home
- f) Ability to work as part of a team
- g) Ability to communicate effectively with a diverse range of stakeholders
- h) Availability to attend monthly or bi-weekly meetings
- i) Availability to be present on the launch day and several days during NPW 2019
- j) Understanding of and commitment to Kids In Nature's philosophy, values and objectives

Please send a cover letter and resume to info@natureplayweek.org.au. Applicants with a great passion for time in nature are encouraged to apply.