



**AUSTRALIAN  
CONSERVATION  
FOUNDATION**

## **Position Description**

<b>POSITION TITLE:</b>	Economic Analyst and Campaigner
<b>RESPONSIBLE TO:</b>	Economy and Democracy Program Manager
<b>LOCATION:</b>	Melbourne
<b>GRADE:</b>	5
<b>SALARY (FTE):</b>	\$85,298.53
<b>STATUS:</b>	Permanent full-time
<b>HOURS:</b>	37.5 hours per week (1.0 FTE)

The Australian Conservation Foundation is Australia's national environment organisation – over 600,000 people creating a world where forests, rivers, people and wildlife thrive.

A handful of people formed ACF 50 years ago when mining first threatened the Great Barrier Reef. Now the ACF community has grown into a powerful force for nature.

We bring together people from community, government and business. Our community advocates against pollution and destruction, and for our living world. We hold decision makers to account. We champion big ideas, and find common ground with unlikely partners.

We love and protect the web of life right across our continent, from the Kimberley to the reef, down the Great Dividing Range to Tasmania's forests.

People power our campaigns. We are proudly independent, non-partisan and funded by donations from our community.

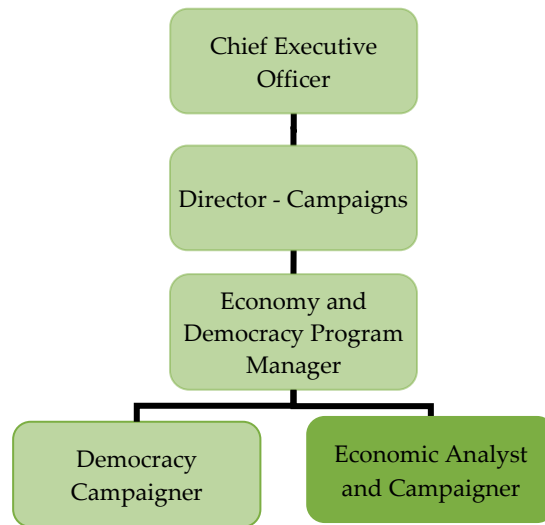
### **DEPARTMENT PURPOSE**

ACF's economy and democracy program campaigns to remove the blockages in the economic and democratic systems that prevent the health of people and the planet being prioritised in business and government decision making.

ACF's economic campaign works with other ACF campaign teams to build and implement campaigns that challenge the power of vested interests who are blocking progress towards protecting climate and nature, while working on new initiatives and strategies around changing Australia's economy to one that rebuilds nature and ends climate pollution.

### **POSITION PURPOSE**

To play a lead role in ACF's economic analysis and campaigns by helping to deliver ACF's economic goals and strategy.



## KEY COLLABORATIONS

Under the direction of the Economy and Democracy Program Manager, this position works closely with ACF's other teams in ACF's campaign directorate (Climate & Energy, Nature, and Organising programs) and Engagement Directorate. Collaboration with stakeholders from the environment movement, government and business community are also critical to the success of the role.

## KEY RESPONSIBILITIES

- Lead key elements of ACF's economy campaign including proactively identifying and implementing campaign opportunities.
- Speak on behalf of ACF to the media, government, business and at public events.
- Integrate ACF's change the story and people power strategies into campaign approaches
- Provide analysis and tracking of the nature and climate elements of the Federal Government's key economic announcements (Budget, Mid Year Economic Fiscal Outlook)
- Draft ACF submissions and proposals to government and other organisations on economic matters, and brief staff on important economic developments;
- Work closely with members of the Campaign and Engagement directorates to deliver campaign outcomes;
- Undertake research projects in collaboration with internal and/or external stakeholders on economic issues;
- Manage contractors and volunteers
- Develop and maintain relationships with relevant government, private sector and civil society actors;
- Observe the safe working practices and as far as you are able, protect your own and others' health and safety;
- Other duties as requested by manager.

## KEY PERFORMANCE INDICATORS

The performance of the Economic Analyst and Campaigner will be evaluated through regular performance reviews to be conducted by their manager and assessed against both generic and annual KPIs (as negotiated).

## KEY SELECTION CRITERIA

### Essential

1. **Campaigning Experience:** Experience in the design, development, and implementation of campaigns resulting in sustained, positive change. Monitors and evaluates performance of campaigns against objectives and manages issues and roadblocks to ensure campaign objectives are met.
2. **People Power:** Able to inspire and involve ACF supporters, members and volunteers in campaigns. Has a base level understanding of mobilisation and organising approaches.
3. **Decisiveness:** Makes rational and sound decisions based on a consideration of the facts and alternatives. Makes tough decisions, sometimes with incomplete information. Evaluates rational and emotional elements of situations. Makes quick decisions where required. Commits to a definite course of action
4. **Communication:** Confidently conveys ideas and information in a clear and interesting way; clearly understands the target audience and the objectives of the communication; uses audience feedback to refine communication and ensure communications are understood and handles difficult and sensitive communications well.
5. **Influence and Negotiation:** Gains agreement to proposals and ideas; uses chains of indirect influence to achieve outcomes and involves experts to strengthen the case; understands and responds to stakeholders needs, identifies common ground for one or more stakeholders and uses this knowledge to build mutually beneficial partnerships; finds innovative solutions to address stakeholder needs and resolve stakeholder issues.
6. **Conceptual and Analytical Ability:** Deals with concepts and complexity comfortably; Uses analytical and conceptual skills to reason through problems; Has creative ideas and can project how these can link to innovations.

### Desirable

1. Tertiary qualifications in economics;
2. Proficient in excel
3. Knowledge of Australia's corporate and business environment.

## WORK REQUIREMENTS

- The position requires occasional interstate travel and out of hours work.

# How to walk the talk...

ACF's top six characteristics of an ideal team

	Communicative	Supportive	Respectful	Fun	Collaborative	Focused
ACF's role	<ul style="list-style-type: none"> <li>Provide genuine, meaningful, two-way, communication to staff</li> <li>Provide opportunity for staff to communicate between teams and between levels</li> </ul>	<ul style="list-style-type: none"> <li>Offer flexible work arrangements</li> <li>Monitor, measure and seek to improve staff happiness</li> <li>Reward good performance</li> </ul>	<ul style="list-style-type: none"> <li>Take people's ideas, worries and needs seriously</li> </ul>	<ul style="list-style-type: none"> <li>Encourage a social and welcoming atmosphere</li> <li>Organise team gatherings to celebrate our successes and losses</li> </ul>	<ul style="list-style-type: none"> <li>Communicate organisational goals and provide direction</li> <li>Emphasise shared goals, not individual goals.</li> </ul>	<ul style="list-style-type: none"> <li>Set goals and make sure we stick to them</li> <li>Clearly defined reporting lines, and team functions</li> </ul>
My role	<ul style="list-style-type: none"> <li>Ask questions</li> <li>Understand you teams' priorities and help to achieve them</li> <li>Seek feedback</li> <li>Give feedback</li> </ul>	<ul style="list-style-type: none"> <li>Give credit where credit is due</li> <li>Ask "are you okay?" and act on the answer</li> <li>Remind yourself that we're all human with pressures outside work</li> </ul>	<ul style="list-style-type: none"> <li>Treat others as you would like to be treated</li> <li>Listen</li> <li>Let others speak</li> <li>Reflect. Is my behaviour making the situation worse?</li> </ul>	<ul style="list-style-type: none"> <li>Take time out</li> <li>Remember what's important</li> <li>Don't be afraid to ask for help</li> <li>Be silly occasionally</li> </ul>	<ul style="list-style-type: none"> <li>Help your colleagues (remember, you're in the same team)</li> <li>Realise that people work differently and that you can learn something from everyone</li> </ul>	<ul style="list-style-type: none"> <li>Ask the question: "why are we doing this?"</li> <li>Do what's best for the team</li> <li>Work where you can do the most good</li> </ul>

## ACF's Change Strategy

