

Social Media Officer

Indonesia

This assignment has been negotiated in good faith with the Partner Organisation, and the information contained was correct at the time of acceptance of the request. However, while we take responsibility for matters under our direct control, all assignments and arrangements are subject to change. This assignment may be amended or withdrawn to reflect changes in circumstances.

| Assignment Details | | | |
|---------------------------------|---|-------------------------|------------------|
| Assignment title | Social Media Officer | | |
| Partner Organisation | Borneo Football International Foundation | | |
| Location | | | |
| Website of Partner Organisation | https://www.borneofootball.org/ | | |
| Duration of assignment | 12 weeks | Start date | 25/10/2021 |
| Type of assignment | Remote | Australian Organisation | Yes, Dharma Care |
| Time commitment | Part-time (less than 25 hours per week) | | |
| | (Remote volunteers only) | | |

| Partner Organisation Overview |
|--|
| <p>Borneo Football International Academy kicked off in 2015 with just 14 children - word quickly spread. Today, four years later, the Academy has 340 players, including three all-girls teams, and reaches more than 1000 students in local schools through football training, health, and education programs. Our mission is to improve the quality of life of underprivileged children in Kalimantan through sports. Using football as a tool for social change assists their physical and mental development, health, and education.</p> <p>The foundation has three complementary programs – Football Practice, Education and Health - promote gender equality, empower women, motivate young people to pursue formal education, and have better job opportunities. In addition, it provides a safe environment for children to play sports, and it promotes tolerance in diversity for a peace-building community.</p> |

ASSIGNMENT DETAILS

Assignment overview

Why is this volunteer assignment important to your organization? Why can a local person not fill the assignment? One of the best ways to show our project's impact and provide educational material to our beneficiaries is through social media. In every possible way, we want to inspire not only our participants but also anyone who may see our work. Technology is such a powerful tool in communicating the organisation's aims, especially when our works can be presented in both appealing and effective ways. Therefore, we think it is a beneficial field for this program.

Since BFIA is an international program located in Indonesia, we require these materials to be available in English and Indonesian. Unfortunately, however, it is not easy to find good English speakers locally. With that being said, we hope we can acquire help to be connected to volunteers who possess such skills.

Assignment objectives

Create engaging contents: we have multiple social media such as Youtube, Facebook and Instagram, where we post tutorial videos, program documentations, and other contents that would keep the program running. We need a volunteer with skills in graphic design, photo and video editing, scriptwriting, and videography to create inspiring contents and put our project out

Enhance the quality of our programs: We believe changes and updates are needed to continue improving our program. In addition, we have several side-projects such as our English and Health programs. Therefore, we need people who can come up with ideas, as well as manage the side-projects. This generally includes some introductory editorial and design skills, as we

To include all people directly affected by the volunteer assignment in the Partner Organisation and community, using strategies that promote: gender equality; inclusion of youth; inclusion of people with a disability; child protection and safeguarding; inclusion of marginalised groups.

Duties and responsibilities of the volunteer

Assist the local staff to create and edit videos to promote the project, inspire and educate students, as well as documenting the different programs for our social media platforms.

Explore social media strategy and contribute to the development of organisation social media

Australian Volunteers Program

Selection criteria

| |
|--|
| Passionate: Volunteers need to be passionate about their work and strive for quality in what they are doing. |
| Communication Skill: Volunteers can communicate clearly and effectively, as well as cultivating an honest and open environment within and outside of the team. |
| Content Creating: Volunteers have photo and video editing skills, and are familiar with creating great social media presence. |
| |
| |

| Desirable skills, language and experience |
|--|
| Video editing: Premier Pro, Adobe Illustrator, Photoshop, Canva, and After Effects. |
| Social media: Volunteers are familiar with Facebook, YouTube, and Instagram, and able to create great social media presence. |
| |

| | |
|--|--|
| Line Manager | Muhammad Bachrun Bustillo / Daniela Bustillo (Board Members) |
| Staff Supervision | No |
| Working relationships | |
| Hours and days of work | Monday to Friday, 12:00 - 5:00pm (Indonesian time) |
| Leave | All volunteers are entitled to 20 days leave per 12 months, unless advised otherwise. The same conditions and terms as local colleagues apply, including national holidays. |
| Professional indemnity insurance | No - This assignment is not deemed to require professional indemnity insurance |
| (Required for all volunteers who are acting as a medical, allied health or legal professional whilst on assignment.) | The volunteer should consult the partner organisation about the need for professional indemnity insurance for the role prior to departure. Where required and/or considered essential to hold this insurance, please discuss this with the Volunteer Services Manager in Melbourne prior to departure. |

LIVING AS A VOLUNTEER

The Australian Volunteers Program supports volunteers from preparing to go on assignment through to returning home. For a full breakdown of support provided, please <https://www.australianvolunteers.com/volunteering/lifestyle-and-support/>

| | |
|-------------------------|---|
| Living allowance | The allowance levels are based on the cost of living in the host country location and are listed in \$AUD. Allowances will be reviewed periodically and may increase or decrease. |
| Accommodation allowance | |
| Language support | Language support is provided during the in-country orientation period. Most often, additional resources for further development later in the assignment will be available if |
| Country profile | Learn more about the host country location by reading the country profile. We encourage candidates to research the specific location of this assignment as it will be discussed and addressed with a recruitment officer during the interview process. https://www.australianvolunteers.com/countries/indonesia |

Australian Volunteers Program

| | |
|-------------------------------------|--|
| Political or faith-based activities | The Australian Volunteers Program supports partner organisations to achieve their development objectives. It does not engage in or support any evangelical activities and is not linked to any political party. We partner with local faith-based organisations on the basis that the volunteer placement does not engage in evangelising; and participation in activities run by the volunteer is not conditional on conversion or adherence to a particular religious denomination. We also partner with advocacy organisations on the basis that volunteer activities are not in support of a political party or candidate. |
|-------------------------------------|--|

HOW TO APPLY

All applications must be submitted online through the Australian Volunteers Program website. If you have not already done so, you will need to register on our website prior to applying. For more information about how to apply, please visit:

<https://www.australianvolunteers.com/volunteering/how-it-works>

We actively support and encourage people of all backgrounds and abilities to volunteer internationally, and aim to make the program as accessible and inclusive as possible. The program has a dedicated Indigenous Programs Coordinator to support Aboriginal and/or Torres Strait Islander volunteers, who can be contacted at indigenouspathways@australianvolunteers.com. Access and inclusion plans are available for volunteers with disabilities, to ensure their assignments and living and working

Personal circumstances

Due to security, cultural, legal or visa restrictions associated with this location, we ask that applicants disclose:

- If they want their same-sex partner to accompany them on assignment.
- If they want their partner, to whom they are not legally married, to accompany them on assignment.
- If they want their child(ren) to accompany them on assignment.
- If they have a criminal conviction where a criminal conviction may be relevant to the inherent requirements of the assignment.

(Delete any that do not apply)