

# Community Organiser

## Make Big Polluters Pay Campaign

Oxfam is committed to preventing any type of unwanted behaviour at work including sexual harassment, exploitation and abuse, lack of integrity and financial misconduct. Oxfam is committed to promoting the welfare of children, young people and adults. Oxfam expects all staff and volunteers to share this commitment through our code of conduct. We place a high priority on ensuring that only those who share and demonstrate our values are recruited to work for us.

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| <b>Position Number</b> | 738  |
| <b>Classification</b>  | Category 4   |
| <b>Section/Unit</b>    | Fundraising, Partnership and Community / Public Engagement                                   |
| <b>Reports to</b>      | Campaign Strategic Lead, Make Big Polluters Pay Australia and such other persons as directed |
| <b>Hours of Work</b>   | 14 – 21 Hours per week   |

### Scope of Position

A powerful coalition of climate disaster impacted communities, development, faith, climate, youth, social service, First Nations and Pacific organisations working hand in hand with allies. The Make Big Polluters Pay campaign aims to raise the voices of communities in Australia and the Pacific to highlight how the fossil fuel industry is putting the costs of climate change onto communities and not contributing their fair share. We fight for compensation for impacted communities and for cost-of-living relief for everyday people by campaigning for the government to put a levy on big polluting corporations responsible for climate pollution.

Working for the Make Big Polluters Pay (MBPP) Alliance, hosted at Oxfam Australia, the Community Organiser is responsible for ensuring the Make Big Polluters Pay Campaign is grounded in the experience of communities through members to coordinate outreach and Reporting to the Strategic Campaign Lead, Make Big Polluters Pay, the Community Organiser will work autonomously to manage multiple competing demands which require strong prioritisation and clear communication with Alliance members and other external stakeholders. The Community Organiser will ensure that Alliance members are supported.

### Key Responsibilities

- Coordinate the outreach working group, made up of organisers and campaigners for the Make Big Polluters Pay (MBPP) Alliance, including

organising meetings, setting agenda, identifying plans, work and coordinating projects

- Ensure that the outreach working group progresses towards the objectives of the MBPP Campaign by identifying the tools and resources required and ensuring that they are developed
- Work closely with staff from key Make Big Polluters Pay Alliance members to develop and deliver organising strategies and mobilisations and to support Alliance member efforts to organise with local communities and local government;
- Lead on the coordination of a 2026 Community Launch for the Make Big Polluters Pay campaign by working with Alliance members including:
  - Encouraging Alliance members to host their own events and providing support with planning where required
  - Identifying and overseeing the development of support material and resources as needed, including ensuring website contains accurate and up-to-date information,
  - Maintaining oversight of and tracking of events and providing updates to Alliance members
  - Where appropriate, provide hands on support at signature events
- Coordinate local government work for the Alliance, including engaging with Alliance members to create a strategic plan, outreach to key local government players (Mayors, Deputy Mayors, Councillors and staff), engage Alliance members and allies to deliver on the plan, and keep allies up to date with progress
- Work with Alliance members, local communities and advocate survivors to identify training required and provide support when required
- Identify, engage and support potential new Alliance members, in collaboration with existing Alliance organisations, to strengthen and grow the Make Big Polluters Pay Alliance including in sectors such as the union movement.
- Use online tools and NationBuilder to track and grow engagement;
- Monitor, track and assess outreach and organising work;
- Other related duties as delegated.

## **Living our Values**

Your strong commitment to Oxfam Australia's values will be essential in achieving desired results in all aspects of our work.

- **Equality:** We believe everyone must be treated fairly and have equitable access to rights and opportunities.
- **Empowerment:** We foster a culture of trust where everyone has the tools, information, and safety to make decisions, take ownership, and grow through learning — including from mistakes
- **Solidarity:** We collaborate across boundaries and sectors, guided by integrity and shared purpose, to promote human rights, advance justice, and work towards a just and sustainable world.
- **Inclusiveness:** Ensuring all perspectives are welcomed and valued and calling out exclusionary behaviours when they arise to foster a truly respectful and inclusive workplace.
- **Accountability:** We act with integrity and take responsibility for following through on our commitments — to each other, to our partners, and to the communities we serve
- **Courage:** We speak up, own our mistakes, and embrace bold, thoughtful action that addresses the root causes of problems and inequity to create meaningful change.

## Technical Knowledge & Experience

### Essential:

- Demonstrated experience in community organising and an understanding of community organizing practice such as snowflake model;
- Strong understanding of grassroots campaigning, supporter mobilisation, and strategy;
- Ability to manage multiple projects and deadlines in dynamic environments;
- Demonstrated event organising skills, ideally at a community and conference level.
- Proficient working knowledge of the Microsoft Office Suite (Outlook, Word, Excel, and PowerPoint) with a strong understanding of core functions

### Desirable:

- Experience in working with local government and a network of contacts;
- Experience working with databases/CRMs (preferably NationBuilder);
- Experience with recruiting and managing volunteers;
- Understanding of climate change and climate justice issues.

## Personal Skills & Attributes

- Excellent interpersonal and networking skills and the ability to influence and motivate others to take action;

- Excellent oral, written and digital communication skills;
- Strong organisational and problem-solving skills
- Ability to work independently, meet deadlines, and exercise good judgement and initiative under pressure;
- Commitment to Oxfam's purpose, culture and ways of working
- High degree of emotional intelligence and humility
- Strong collaboration skills
- Commitment to continuous learning
- Sensitivity to cultural differences and gender issues and commitment to equal opportunity as a guiding principle.
- Openness and willingness to learn about the application of gender/gender mainstreaming, women's rights, and diversity for all aspects of development work.
- Commitment to Oxfam's safeguarding policies to ensure all people who come into contact with Oxfam are as safe as possible.

## **Travel**

- Occasional interstate and possibly international travel is a requirement of the position. It is a condition of employment that staff abide by all agency security and safety protocols, policies and procedures and the Oxfam International Security Protocol.

## **Child Safeguarding**

Oxfam is committed to preventing any type of unwanted behaviour at work including sexual harassment, exploitation and abuse, lack of integrity and financial misconduct. We are committed to promoting the welfare of children, young people and adults. Oxfam expects all staff, volunteers and representatives to share this commitment through our Codes of Conduct. We place a high priority on ensuring that only those who share and demonstrate our values are recruited to work for us. Therefore, our people are required to comply with the One Oxfam Child Safeguarding and Protection from Sexual Exploitation and Abuse policies and sign the One Oxfam Employee Code of Conduct and Oxfam Australia Child Safeguarding Code of Conduct.

- This role requires work in communities or schools (overseas and domestic) on a regular basis.
- This role requires Oxfam representation when occasionally visiting the field (overseas and domestic).
- This role requires access to information relating to children.