

STOP THE TOAD

KEEP WA CANE TOAD FREE

JOB DESCRIPTION

Strategic Campaign Manager

Location: Perth

Last reviewed February 2008

JOB PURPOSE

The primary responsibility of this position of Strategic Campaign Manager (SCM), will be to implement the objectives of the Stop the Toad Foundation (STTF); to Keep WA Cane Toad Free.

This will involve developing strategies, organising staff and coordinating and facilitating stakeholder involvement in, and support for, STTF activities.

REPORTING RELATIONSHIPS

- Reports to and takes direction from the Stop the Toad Foundation Committee of Management;
- Interacts with community groups, conservation groups and businesses, governments and all other stakeholders.

CONTEXT

The objects of the Stop the Toad Foundation outlined below are the prime focus for the role of the SCM. The SCM must ensure that all activities of the STTF, including those undertaken by staff satisfy the objects of the foundation.

OBJECTS OF THE STTF

- (a) To prevent the migration of cane toads into the Western Australia.

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- (b) To fund, develop, install and operate toad trapping devices and other toad control mechanisms with the aim of preventing cane toads entering Western Australia.
- (c) To protect Western Australia's native fauna and flora from the infestation of cane toads.
- (d) To educate the public on the risks and danger posed by cane toads and the ways to prevent the migration of cane toads into Western Australia.
- (e) To conduct and finance research into the development of effective methods of controlling, reducing or eliminating cane toad populations.
- (f) To implement cane toad control measures in Western Australia in the event that populations of cane toads are established in the State.
- (g) To carry out activities that promote or to facilitate the above objectives, including fund raising activities.
- (h) To establish and maintain a public fund to be called the "Stop the Toad Fund" for the specific purpose of supporting the environmental objects/purposes of the Association.

ROLE OF THIS JOB

- The SCM is responsible for all STTF's business activities
- Lead and develop strategic planning for all STTF activities, nationally
- Management of all STTF Staff and contractors
- Principal STTF media spokesperson
- To design and implement processes to deliver the objectives of STTF and ensure all staff, volunteers and supporters are working effectively to achieve these objectives
- Policy development and integration of policies into operational planning



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- Undertake effective Sponsorship negotiation and coordinate fundraising management
- Responsible for communications and relations with all stakeholders including: community groups, CALM, NT Government and potential business partners
- Support the STTF Committee of Management in administrative management of the STTF at Board meetings and provide concise and effective communication processes

SELECTION CRITERIA

Essential attributes

1. Exceptionally efficient organizer;
2. Good office and budget manager;
3. Excellent communication skills (media, scientists, politicians, volunteers, 'locals');
4. Fundraising skills;
5. Knowledge of Government processes and policy making;
6. Highly motivated and energetic;
7. Able to spend considerable time in northern Australia; and
8. Ability to lead teams of volunteers in the bush.



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Desirable attributes

1. Relevant tertiary qualification such as environmental or earth sciences, engineering, environmental law or equivalent;
2. Experience in liaison with the scientific community, so that it can inform the direction of community based action;
3. Experience in networking / liaison with industry, government and non-government organisations; and
4. Demonstrated ability to lead and work in a team.
5. Demonstrated ability with a range of information technologies and their application in respect of this role

CONDITIONS

Hours:	37.5 hours
Salary:	Negotiable to \$70,000 pa + statutory superannuation
Leave:	20 days p.a.
Employment period:	Subject to availability of funding.

