



Position Description

Project Manager – EXIT project

Background

All Together Now exists to eliminate racist behaviour in Australia through innovative, evidence-based and effective social marketing. We are the only national not-for-profit organisation in Australia with the sole purpose of addressing racism.

All Together Now's ground-breaking project "EXIT" seeks to build resilience to white extremism by planting a seed of doubt among young men in Australia.

All Together Now's Project Manager on the Exit project is responsible for delivering the project in line with the funding agreement, including managing the project staff, budget and timeline. The Project Manager reports to the Managing Director.

The Project Manager will undertake the following tasks:

1. Ensure project meets the goals and social outcomes required under the Funding Agreement
2. Manage the staff, volunteers, budget, deadlines, external consultants and reference group for this project
3. Monitor far-right discussions online
4. Publish new content (written by the Counsellor) on the website
5. Ensure all stakeholders of the project are kept well-informed of progress, including the project funders
6. Monitor and evaluate the project with the assistance of project staff

Due to the sensitive nature of this project, the Project Manager will be required to keep some details of the project confidential indefinitely.

The Project Manager will have the following key experience and competencies:

1. Demonstrated experience in managing projects of a similar size and complexity to this project, including managing people, budgets and timelines.
2. Excellent written and verbal communication skills.
3. Ability to keep relevant stakeholders appropriately informed.
4. Demonstrates a high degree of compassion and sensitivity with regards to the topic of this project, with experience working on a complex social issue highly regarded.
5. Computer literate, preferably with experience in using a website content management system.
6. Organised, with excellent attention to detail.
7. Self-motivated worker who is proactive and shows initiative.

8. Genuine interest in human rights, with experience in racism prevention or closely related socio-political activities (eg refugee and asylum seeker rights, Indigenous rights, preventing hate speech, preventing cyber-bullying, etc.)

Remuneration and location:

This is a casual paid position from October 2013 – June 2014 for two days/week. Work may be done from home and All Together Now's office in Chippendale (Sydney), with applicants who are able to work from our office in Sydney a minimum of 1 day/week preferred.

This position will be paid a gross salary of \$60,000 pro rata, which is inclusive of 9.5% Superannuation.

To Apply:

Please send a copy of your CV and a covering letter outlining how you meet the selection criteria to Priscilla Brice, Managing Director at Priscilla@alltogethernow.org.au. Applications close 9am Monday 9 September 2013.

People from ethnic minority backgrounds, Aboriginal people and Torres Strait Islanders are strongly encouraged to apply.