

**Educating The Future Australia Limited
Youth Team - Job Description**

Position: Marketing Youth Team (Volunteer)

Start: July 16 2019



About us:

Educating The Future (ETF) Australia Limited is a registered not-for-profit with the Australian Charities and Not-for-profits commission that aims to empower members of impoverished communities to achieve an improved quality of life and capacity to achieve their potential. ETF provides relief from poverty and generational disadvantage by providing access to preschool education. Funds raised by ETF in Australia enable the construction and/or renovation of preschool infrastructure in regional areas of Timor-Leste.

About you:

We are looking for a young individual that is committed to making a positive difference, working with others on various tasks in order to achieve Educating The Future's goal of providing construction and/or renovation of preschool infrastructure to Timor-Leste.

ETF does not require that applicants have specific skills or qualifications to join our team, including undertaking a university degree. However, we expect that at a minimum, you have an interest in this field and are willing to learn. You will be better positioned to make an immediate impact in this team if you are from the following background:

- Marketing, communications, journalism, media and law students
- Education students
- Design and arts (including graphic design) students

Position summary:

Educating The Future is a not-for-profit run by young people and we expect that you can work well with others in a fast-paced, dynamic, digital and innovative environment.

The Marketing Team is responsible for enhancing the profile of Educating The Future by engaging with the domestic and international community. The Marketing team is engaged with creating content and branding associated with our mission and activities that seek to inspire, engage and excite potential donors and community members.

Other selection criteria:

- Willingness to learn
- Alignment with ETF's organisation values of youth-led, collaborative, transparent and accountable
- Ability to commit 6 hours per week including attending fortnightly workshops
- Ability to communicate and work independently and virtually
- Experience and knowledge of basic marketing methods, preferably within the NGO sector

Key responsibilities:

- Social media i.e. Facebook, Instagram and LinkedIn
- Creation of a crowdfunding toolkit
- Website content development
- Build A School campaign development
- Publications including quarterly newsletter and an annual report
- Merchandise management
- Public relations and media management
- Branding and design

How to apply:

Please fill in the google form located on the application Facebook page (<https://web.facebook.com/events/2433375060018316/>) and contact the Educating The Future team at people@educatingthefuture.org with your CV and cover letter, along with any other information you believe will make you stand out as a desirable candidate.