



# Exciting opportunity - Pacific Women's Outreach Project Coordinator for the APGF Women's Network

**This is an exciting opportunity to work as the Pacific Women's Outreach Project Coordinator of the Asia-Pacific Greens Federation Women's Network!**

**Application deadline:** Applications will be reviewed as they are received until a suitable person is found.

This is a fixed-term 7 month role of approximately 20 hours per month that can be done from home anywhere in the Asia-Pacific region. If you are a woman and have a passion for international Green politics and have experience working in the Pacific region, this is a great opportunity for you.

## **Background:**

The Asia-Pacific Greens Federation Women's Network (APGFWN) was formed in November 2015 to bring together women from Asia, the Pacific and the Middle East who are working with Green parties for the betterment of a way forward for our planet and who unite to face their unique difficulties in their own countries. The Members are from Australia, India, Indonesia, Atjeh, Iraq, Japan, Jordan, Korea, Lebanon, Mongolia, Nepal, New Zealand, Palestine, Pakistan, Philippines, PNG, Solomon Island, Bangladesh, and Taiwan. The network facilitates

better understanding and action on women's equal participation in political and party structures and activities. Its goal is to increase women's empowerment as agents of political, environmental, and social change.

## **The Role:**

The APGFWN Pacific Women's Outreach Project Coordinator is necessary to continue the work of the Women's Network in the Pacific region. This contract starts in January 2021 and ends on 31 July 2021 for seven months with a view to building the Pacific region women's network of green women. Future opportunities will then be evaluated.

## **Goals:**

To develop a network of Pacific women involved in Green activities linking with existing parties in Melanesian countries (PNG, Solomon Islands, and Vanuatu) and outreaching into other Melanesian, Polynesian, and Micronesian countries and connect them to the Asia-Pacific Greens Women's Network and support women working on Green political issues in the Pacific

## **Key Responsibilities:**

The APGFWN Pacific women's outreach Project Coordinator will be involved in following tasks:

1. Create and maintain an online network of women in Pacific countries working on Green issues, hold regular online meetings to discuss ideas and opportunities for growing their local networks in Green politics;
2. Provide a monthly report on activities undertaken to the APGF Gender Equity Project Coordinator, APGF General Secretary, and Australian Greens IDC- APGFWN project team.

## **Reporting:**

The Project Administrator will report to the APGFWN - IDC Project Team on project matters, and to the APGF General Secretary and APGFWN Gender Equity Coordinator on organisational and human resource matters. The role and her performance will be reviewed after 3 months.

## **Selection Criteria:**

**Note:** Due to the nature and logistics of this role, eligibility is limited only to women who live in the Pacific region.

The Project Coordinator should have:

- ❑ Experience in managing projects or networks and on working on women's issues

- and/or issues that impact women in the region
- A strong commitment to the Greens and the Global Greens Charter
- Experience within the APGF region (preferably from a Pacific country within the region)
- English fluency, including written and verbal communication skills; speaking a language from the region is an advantage. Proficiency with standard computer programs, including word processing and databases;
- Fluency in a Pacific language is an advantage
- Networking & communication skills

## Payment, Conditions, and other

- This is a 7 month fixed term contract, beginning by January 2021 and ending 30 July 2021
- The schedule of payments will be negotiated between the successful applicant and APGF.
- The Pacific Women's Outreach Project Coordinator role operates as an independently contracted one, and is not an employee of the APGF. As such, the coordinator will be responsible for her own tax and other statutory liabilities.
- Hours of work are flexible, though there are regular online meetings that happen at set times, which the Coordinator must attend.
- The position may involve international travel.
- Salary is negotiable based on experience and typical cost in the Coordinator's country of residence, and will be discussed with the selected candidate

## How to apply:

Applications should be sent to Nick Cooper [secretary@asiapacificgreens.org](mailto:secretary@asiapacificgreens.org).

Your application should include:

- Your resume /CV
- A cover letter of no more than two pages, describing:
  - Your experience relevant to the project application,
  - Your experience relevant to the Greens, civil society, or the green political movement
  - How you meet the selection criteria

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