

## **New Online Role - Global Events Coordinator**

Ecosystem Restoration Camps is looking for a passionate and energetic individual to join the team as Global Events Coordinator. This is a part-time online role and is an excellent opportunity to gain experience working for an NGO in the environmental sector.

As Global Events Coordinator your main goal will be to increase the presence of Ecosystem Restoration Camps at events all over the world so that we may reach out to as many people as possible. We are lucky to have a host of talented speakers among our staff and supervisory board members, and your job will be to find opportunities for them to present the work of Ecosystem Restoration Camps and inspire large audiences to join the movement.

You will do this by identifying events that we could participate in and making arrangements for one of our speakers to have a platform or presentation slot at the event. These events could be anything from music festivals, conferences, panel discussions, permaculture retreats, workshops, demonstrations and more. You will use your research skills and intuition to find events where our speakers would be welcomed and listened to.

General responsibilities will include:

- Maintaining a database of ERC speakers, their locations and availability
- Identifying appropriate events that ERC speakers could participate in
- Liaising between event organisers and ERC speakers to make arrangements for a speaker to attend the event (e.g. by securing a presentation slot, a stall or a panel position)
- Maintaining an up-to-date calendar of events with details of each event's location, time and arrangements for the speaker
- Informing the ERC Comms team about any upcoming events that our speakers are participating in so that we can get the word out and help promote the events

Excellent written communication skills are essential for this role, and you must be willing to dedicate a few hours per week to carry out these responsibilities. This role is voluntary, as our financial situation is currently unable to compensate everyone for the work that they do. However there is a possibility for this to become a paid role as our financial situation becomes stronger.

If you are interested in this important role, please contact [communications@ecosystemrestorationcamps.org](mailto:communications@ecosystemrestorationcamps.org) with your CV and a cover letter or short video explaining why you would make a perfect addition to our team by **Monday 16th September**.