



Queensland Walks: We're hiring!

Job title: Project lead: Business development & communications

Contract: Full Time (38 hours per week) 12-month contract with extension

Location: Queensland – Flexible work arrangement.

Contact: Anna Campbell 0419 728 670 info@queenslandwalks.org.au

Who we are

Queensland Walks is the peak body for walking, providing a strong voice at a local, state, and national level. We are a community-based organisation that advocates for more walkable places, so that more Queenslanders have opportunities to walk, roll and stroll.

The opportunity

The exciting new role will oversee the designing and delivery of two newly funded projects with the aim to develop new viable product and services for the organisation.

What we are looking for

We are looking for a collaborative team member who is energetic, self-sufficient, and motivated and will work successfully within a small and dynamic team (staff and volunteers) and have confidence to work autonomously.

You may have a background in NFP advocacy, active transport planning, community engagement and stakeholder management or even in the community services, ageing, health, environment, or disability sectors; or you will have demonstrated ability to develop new projects to support new revenue streams for a Not-for-Profit organisation. You will have a willingness to learn key pedestrian and active transport advocacy topics and content required to develop the program and products and services.

We are looking for a passionate individual with experience in marketing and promotion of the organisation's new and existing services. A knowledge and understanding of program design and development will be beneficial.

What you will be doing

Your role will be to manage the design and testing of two new bespoke workshop and advocacy projects, testing the program with selected stakeholders and delivering the program in local and regional locations of Queensland.

The program will be delivered in a mixed format, both in person and in an online format over an 18-month period. The aim is to make the program, or parts of the service offering financially viable.





Part of your role will be to develop and test the program in varying urban and regional settings, and with varying Queensland stakeholders such as community groups, government, and business groups. You will be instrumental in establishing and developing long-term relationships with new and existing stakeholders.

You will be responsible for developing marketing strategies to promote the program's product and services.

You will take the lead of marketing tools such as electronic digital marketing (EDM) and web content to promote events and activities

Some regional travel may be required.

Essential:

- Strong personal, written and communication skills
- Experience in digital marketing and digital platforms such as Wordpress, Mailchimp or equivalent, Canva, NFP platforms and social media
- Demonstrated business development, program or product development
- A team player, working effectively with the Executive Officer, and deliver timely milestone reporting relevant to projects
- Good time management skills and the ability to meet tight timeframes required for our funding KPIs
- Proven positive stakeholder engagement skills
- Professional and collaborative work ethic.

Beneficial

- Experience working with volunteers
- Experience in content writing for advocacy, training and development
- Background in urban planning, transport planning, advocacy or business development

Queensland Walks will provide some training, however the ability to adapt and learn in the role is essential. Queensland Walks goal is to see more Queenslanders walking more and advocating for more walkable streets. As a team player you will contribute to the delivery of the organisation's goals and visions.





How to apply

Please email your application to info@queenslandwalks.org.au and include:

- Your current resume
- A brief letter (1 -2 page) telling us why you are interested in this role. Tell us about yourself, why you are interested in the role, what skills you'll bring to the role and Queensland Walks as an organisation, and what you'll get out of it

