

Role Description

Role Title:	Volunteer Advocate
Department:	Campaigns
Location:	Australia Wide
Hours Per Week (Volunteer hours must not exceed more than 16 hours per week)	<p>We estimate that during an average week this role will require a minimum of 1 hour which will include personal efforts to stay up to date with Results communications and international development news.</p> <p>Your total volunteer hours will depend greatly on the number of further opportunities you engage with (i.e attending Advocacy Roundtables, participating in your State/Territory Lead Advocacy Group) and will also increase during our campaign periods.</p>

Role Purpose:

Results engages with decision-makers to build awareness of proven, cost-effective solutions to advance global health and end extreme poverty around the world. We engage with members of parliament from all sides of politics and work with government officials and key leaders in development institutions. Results is part of a global health advocacy network, ACTION.

At Results, Volunteer Advocates use their voice to generate the political will to end poverty and call for specific action from the Australian Government.

As a Volunteer Advocate, you will be a friendly and proactive constituent who volunteers your time and story to connect with your local Federal MP to raise awareness of solutions to end global poverty. You will work with other volunteers to help generate the political will needed to end poverty and ensure the Australian Government increases its commitment. You will be supported by Results staff to build a relationship with your Federal MP and remain in regular scheduled contact throughout the year.

In addition to regular scheduled MP contact points, Volunteer Advocates have the opportunity to initiate other activities with volunteers, take part in training and conferences and make the case for global health in the media and the community.

Organisational Context and Relationships:

Reports to:	Community Organiser
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Qualifications, Skills & Experience

At Results, our Volunteer Advocates are diverse and bring a range of skills and contributions to our advocacy and campaigns. Volunteer advocates are committed to advancing global health and delivering on our mission. Our Advocates have skills and experience in communications and story-telling.

All of our Volunteer Advocates must:

- Be over 18 years of age
- Live in Australia
- Be passionate about ending poverty, and committed to taking action to build public and political will to end poverty.

Key Duties & Responsibilities:

- **MP communications:** Maintain regular written communication with your Federal MP at six scheduled contact points during the year
- **Writing for advocacy:** Amplify Results' advocacy messages through traditional media, social media and blogs
- **MP engagement campaigns:** Join with Results staff and other Advocates to plan and execute MP meetings during campaigns

Training:

- Volunteer Induction
- Regular Advocate Roundtables are held throughout the year to build Volunteer Advocate's skills and knowledge of international development and campaigning
- Campaign specific trainings, delivered during the year

Benefits to the Volunteer:

- Being part of a community of like-minded people committed to creating change
- Getting hands-on experience with Australia's federal parliamentary system
- Building key skills in relational advocacy and campaigning
- Peer-to-peer support from other Volunteer Advocates and Results staff
- Gaining a greater understanding of international development and global health

Benefits to the Organisation:

- Generating increased political will to end poverty by building meaningful MP relationships
- Increasing the number of MPs with an awareness of global health equity issues
- Increasing the reach of Results' campaigns across more federal electorates

General Responsibilities

Work Health & Safety

- Ensure all potential hazards, accidents and incidents are identified and notified
- Ensure your own safety and that of others

Equity and Zero Tolerance to Bullying, Harassment and Discrimination

- Deal with others fairly, without harassment or discrimination
- Ensure the workplace is free from any form of harassment

Principles of inclusion and multiculturalism

At Results, staff and management undertake to:

- Respect diversity and make reasonable adjustments for disability, language, culture, gender, sexuality and religion
- Follow guidelines and policies to encourage diversity.

Code of Conduct

- You will be asked to sign and abide by Results Code of Conduct documents

Organisational Values

- We are independent, non-partisan and evidence-based
- We are driven to achieve equity and justice
- We work in solidarity with the people we serve and partner with organisations with a shared mission
- We empower everyday people, corporations and politicians to take action

Policies and Procedures

- You will be asked to sign and abide by the Results Volunteer Agreement which will include adherence to Results Policies covering areas such as: child protection; privacy; communications; and safety

Core Advocate Actions

At Results, Volunteer Advocates play a key role in achieving our mission - "to generate the political will to end extreme poverty". To do this, Volunteer Advocates build a positive relationship with their Federal MP by maintaining regular written contact at six key points during the year. This relationship is very important for Results' campaigns as it sets Volunteer Advocates and Results staff up to request official meetings with MPs during campaign times. The six communications which form the Core Advocate Actions for the year are:

1. **January:** Email your MP a copy of Results' Federal Budget Submission
2. **Feb/Mar:** Email your MP to invite them to commemorate World Tuberculosis (TB) Day by taking part in a Results event
3. **7th April:** Send your MP a card for World Health Day to help educate them on global health issues
4. **May:** Email your MP with a response to the Federal Budget, based on points drafted by staff at Results
5. **17th October:** Send your MP an educational card for International Day for the Eradication of Poverty
6. **During the year:** Send your MP a birthday card and help them explore maternal and child health

To help you perform these Core Actions, Results Australia will provide you with:

- An Advocates resource pack containing three greeting cards to send your MP
- Training and information guides to help you develop skills in areas such as: MP engagement and writing for advocacy
- Digital copies of three Key Information sheets (to print and include with your cards)
- Ongoing support and information to tailor your communication and maximise engagement