



Position Description – Education Intern

Position Purpose

The Education Intern is a voluntary role. The Education Intern is responsible for supporting the delivery of the education objectives of the Australasian Green Infrastructure Network (AGIN) Strategic Plan and reports to the AGIN Education Officer.

Key duties/Responsibilities

- Attend and contribute to an annual strategic planning day
- Attend monthly project meetings
- Support education initiatives as led by the Education and Partnerships Manager
- Report to the Education Officer
- Maintain electronic and other files and databases relating to education initiatives
- Progress education initiatives to deliver outcomes of the AGIN Strategic Plan.

Desirable attributes

- Commitment to the ethos and purpose of AGIN
- Commitment to AGIN core values of integrity, collaboration, equity and sustainability
- Passion and ability to act in the interests of AGIN and promotion of green infrastructure, separately from own business interests, if applicable
- Organisational ability and financial acumen
- Experience in committee work and procedures or a strong willingness to learn
- Good communication and interpersonal skills.

Estimated time commitment and Term

The position's term will be for a minimum of one year and a maximum of two years. The role of Education Intern requires an estimated commitment of 2 hours per week.

Eligibility

The Education Intern must be at least 18 years of age, a resident of Australia or Aotearoa/New Zealand and consent to being appointed as the Education Intern.