



## VOLUNTEER POSITION DESCRIPTION

For unpaid opportunity with Amnesty International Australia

<b>Position Title:</b>	Regional Media Volunteer
<b>Reporting to:</b>	Campaigner - Media
<b>Volunteer Management:</b>	Impact Volunteer & Admin Coordinator
<b>Team/Department:</b>	Impact
<b>Location:</b>	Any regional centre
<b>Hours:</b>	Average two hrs per week (flexible hours required)
<b>Effective Date:</b>	ASAP
<b>Position Overview:</b>	You will be working with the Media Team to generate local media coverage that demonstrates Amnesty International Australia's work in the community and promotes events and activities in your region
<b>Main Responsibilities:</b>	<ul style="list-style-type: none"><li>● manage reactive and proactive regional media on a day-to-day basis (not national or syndicated content – this will be passed on to the national Media Team)</li><li>● Act as the main point of contact for any local groups or individuals who want to engage with the media.</li><li>● Engaging with and building relationships with local journalists</li><li>● Issue media/event alerts</li><li>● Write content (letters to the editor etc)</li><li>● Manage incoming media requests where appropriate</li><li>● Manage local-level spokes:<ul style="list-style-type: none"><li>○ providing briefs and lines of response in consultation with the Media Team</li><li>○ liaising to arrange interviews</li></ul></li><li>● Perform role to a high standard within agreed timelines, and in line with AIA's vision and values and ethos</li><li>● Other tasks within your skills and competence as required</li></ul>



**Essential Qualities, Skills and Experience**

- Understanding of Australian and media
- Understanding of human rights issues
- Strong written and verbal communication skills
- Good interpersonal and organisational skills
- Ability to work independently and in a team environment

**Desirable:**

- Currently studying or have completed a university degree in media / communication / journalism / public relations
- Knowledge of Amnesty International and a commitment to human rights
- Understanding of the political, social and cultural environment in which Amnesty International operates.

**Key Relationships:****Internal**

- Campaigner & Associate Campaigner - Media
- Impact Volunteer & Admin Coordinator
- Campaigners and Campaign Associates - IAR, Refugees and Indigenous Rights
- Story and Content staff
- Regional Activism Leadership Committee
- Local Action Group Conveners and Leaders
- Other volunteers and activists
- Other teams as needed

**External**

- Media outlets/journalists

**Diversity, Equality and Inclusion at Amnesty:**

We are committed to equal opportunities in all areas of our work, community and partner relationships. We want people to achieve their full potential, which will positively impact on our work and the communities in which we operate. At Amnesty International Australia, our values empower people to be themselves within an inclusive and supportive environment. We are a movement of people from all walks of life around the world. We intend to actively contribute to building a more diverse and inclusive team.

***This opportunity within Amnesty International Australia is on a volunteer and unpaid basis. There is no intention to enter into an employment or legal relationship by either party in fulfilment of the duties as specified in this position description. By accepting this opportunity you agree to the above.***





# Position Description

Amnesty International Australia  
www.amnesty.org.au

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## About Amnesty International Australia

We are an independent, global movement that campaigns courageously for human rights for everyone.

We're ordinary people from all walks of life, using our passion and commitment to bring torturers to justice, change oppressive laws and free people imprisoned just for voicing their opinion.

We're independent of any government, political ideology, economic interest or religion to ensure we can speak out on human rights abuses wherever they occur.

We stand for equality, justice, freedom, and human dignity and uphold these values:

- **Empowerment** – we build people power
- **Persistence** – we are resolute in pursuit of our goals
- **Integrity** – we hold ourselves to the highest standards
- **Courage** – we are fearless in upholding human rights

Every day we move closer to a world where human rights are enjoyed by all.

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## Acceptance

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

