



## PUBLISH WHAT YOU PAY

**TITLE:** National Director - Publish What You Pay (PWYP) Australia

**HOURS:** 37.5 (full time)

**LOCATION:** Sydney - though other locations considered for the right candidate. The position will be hosted by a PWYP Australia member organisation.

**SALARY:** \$90,000 + 9.5% Super

**REPORTS TO:** PWYP Australia Steering Committee (currently ActionAid Australia, Nook Studios and PWYP International Secretariat).

**PURPOSE OF POSITION:** Publish What You Pay Australia (PWYP) is seeking a passionate and motivated National Director to lead a coalition of humanitarian, environmental, anti-corruption, faith-based, research, union, and community organisations campaigning for greater transparency and accountability in the extractive sector. The National Director will be responsible for the overall leadership of PWYP Australia, working in close collaboration with local and international coalition members to plan and implement advocacy, policy analysis and research; spearhead PWYP Australia's communications and engagement; and oversee finances, including leading fundraising efforts. This is an exciting opportunity for an inspiring, creative and collaborative individual at a critical and exciting time for advancing natural resource governance in Australia.

PWYP Australia is part of the global Publish What You Pay network of over 700 organisations in more than 40 countries around the world. PWYP's global mission is to build a worldwide movement of civil society organisations making oil, gas and mineral governance open, accountable, sustainable, equitable and responsive to all people.

### **PRIMARY RESPONSIBILITIES:**

#### *Advocacy*

- Coordinate and work with coalition members to develop and implement the Publish What You Pay Australia strategy to advocate for greater financial transparency and accountability in the extractives sector.

- Develop and implement research, policy and advocacy work relating to Australian mining and oil and gas companies with a key focus on financial transparency. Produce submissions and statements to Government and the media relating to extractive transparency and broader transparency/anti-corruption issues.
- Work with PWYP Australia members to advocate and build consensus for domestic implementation of global transparency standards, including mandatory payments to government reporting, the Extractive Industries Transparency Initiative and the Open Government Partnership.
- Represent PWYP Australia's advocacy positions to external stakeholder groups including; government, industry, private sector, civil society and media.

### *Campaign Management and Coalition Coordination*

- Harnessing the power/skills of coalition members to achieve advocacy aims. This can include activating and working with grass roots organisations on constituent mobilisation, grass tops mobilisation, accessing members' technical knowledge, and expanding and activating the PWYP network.
- Coordinate the communications strategy for the coalition, including managing social media, press releases and liaising with the media.
- Cultivating and maintaining relationships with funders, supporting fundraising, including domestic fundraising, for PWYP Australia activities, in tandem with member organizations as appropriate, managing grant funds and providing high quality reporting to donors.
- Participating in, presenting and representing PWYP at national and international conferences and events.

## **JOB COMPETENCIES**

### **Qualifications and Experience**

#### Experience

- Significant advocacy experience, with an understanding of Australian State and Federal political procedures and processes and experience in contributing to these.
- Experience working in a policy or campaigning capacity, developing advocacy strategies and representing advocacy concerns at a national and/or international level.
- Familiarity with extractive industries, environment and/or natural resource governance, transparency and anti-corruption, good governance standards, or corporate sector issues.
- Experience coordinating a coalition or network.
- Project management experience.
- Proven experience of successful fundraising and managing grants

- Experience using open data and producing research to demand corporate or government accountability.

### **Skills and personal style**

- An inspiring presence, with the ability to empower others to greater effort, commitment and action
- Excellent interpersonal and leadership skills.
- Excellent verbal communication skills to inform and advise and to have the confidence and ability to work with a range of stakeholders with differing levels of understanding and experience.
- Excellent writing skills, to produce or edit drafts of policy documents, advocacy letters, fact sheets, press statements, and other correspondence.
- Pro-active, fast-thinker and ability to work with minimal supervision.
- Flexibility and capacity to thrive in a demanding and diverse professional environment and to manage competing priorities

### **SPECIAL REQUIREMENTS OF THE POSITION**

- Commitment to the ethos of the PWYP movement and a willingness to work within that ethos.
- Occasional evening, early morning and weekend work is required.
- Some domestic and international travel is required.

We encourage applicants who meet some but not all requirements to apply. Most important is a passionate candidate, with a sense of curiosity, a can-do attitude, and an eagerness to learn.