



Canberra City Farm Role

Other Groups Coordinator

Position title:	Other Groups Coordinator
Location of position:	Varies
Reports to:	Canberra City Farm Executive Committee
Role, project overview and purpose	<ul style="list-style-type: none"> The CCF Other Groups Coordinator manages CCF engagement with other groups and business across the ACT Region. The purpose of the CCF Other Groups Coordinator is to: <ul style="list-style-type: none"> Strengthen CCF collaboration opportunities with other groups and businesses across the ACT Region.
Key responsibilities	<ul style="list-style-type: none"> Engage and identify collaboration opportunities with other groups and businesses across the ACT region, including Canberra Organic Growers Society (COGS), Canberra Environment Centre, Southern Harvest, Food Co-op Shop and SEE-Change. Mentor and support the next person to take on the position.
Existing arrangements	<p>Memorandum of Understandings (MoU)</p> <ul style="list-style-type: none"> A number of groups have signed an MoU with Urban Agriculture Australia agreeing to the relationship between groups. This could be further strengthened.
Minimum period	<ul style="list-style-type: none"> 1 year + time to coach next person to take on the role.
Skills, experience and attributes	<ul style="list-style-type: none"> Interested in learning, mentoring and helping people grow. Project management and administration skills to deliver results. Interpersonal skills to build collaborative relationships with all stakeholders.
Training that will be provided by the CCF:	<ul style="list-style-type: none"> Coached and supported to do each responsibility by an experienced CCF member and the CCF Executive Committee
Benefits for the volunteer:	<ul style="list-style-type: none"> Increased skills and self-confidence. Contributing to grow the CCF community. Practice field for developing and practicing influencing and stakeholder engagement skills.
Benefits to CCF:	<ul style="list-style-type: none"> Strengthened relationship with others in the ACT Region. Improved viability, reputation, credibility, brand and impact of CCF.
Other requirements of the role:	<ul style="list-style-type: none"> Induction training. Police check (if required). Medical check (if required).
Name of volunteer	
Start date:	
End date:	



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Hours and days required per week:	
Learning needs:	
Any other training required (please describe):	
Any other special conditions (please describe):	
Mentor:	
Volunteer signature:	
Executive signature:	
Date:	
Date of review:	
Last person in position:	
Last person's learning insights and tips:	