



Community Coordinator

Become involved in one of New Zealand's most ambitious predator control projects. Help us to recruit, engage, manage, and support sustained community volunteer involvement in biodiversity monitoring and predator control on the Otago Peninsula.

We have a growing number of regular volunteers who participate in community pest monitoring, trapping and biodiversity monitoring programmes. More than 100 landowners support us by trapping their own properties. In order to achieve our goal to eradicate possum from the Otago Peninsula we need all available eyes and ears on the ground helping us to find and trap those last possums.

We need you to organise existing volunteers efficiently and to engage, train and support new volunteers. You will organise and engage volunteers at public meetings, during our trapping workshops and via social media. In addition, you will coordinate volunteers helping with our comprehensive biodiversity monitoring scheme to document the benefits of our efforts.

The Otago Peninsula Biodiversity Group (OPBG) was established in 2008, when a small group of individuals came together out of a shared desire to enhance and protect the natural values of the Otago Peninsula. After careful planning and community consultation, we established our flagship project 'possum eradication from the Otago Peninsula'. Since 2011, the OPBG has removed over 20,000 possums, developed community trapping programmes, vegetation, bird, rodent and lizard monitoring programmes and engaged with landowners across the Peninsula. OPBG has gained significant local and national media coverage for its work, and has established trusted partnerships with Government agencies, local authorities and NGOs in the process. The Trust is one of the three delivery partners for Predator Free Dunedin, one of the first nationwide projects funded under the Predator Free 2050 initiative. The activities of OPBG are managed by the Otago Peninsula Biodiversity Trust, a registered charitable trust.

OPBG is seeking to engage a part-time Community Coordinator to support the community activities of this project. The position will comprise 20 hours per week and has secure funding until June 2023. The appointee will be responsible for coordination of volunteer operations within the community, assisting with the implementation, execution and completion of specific sub-projects, consistent with OPBG strategies, commitments and goals and will report to the Community Engagement Team Leader.

Focus is on community projects that will achieve a predator free Otago Peninsula.

Key Responsibilities:

1. Lead, motivate and involve the wider Peninsula community, including urban residents, rural landowners, volunteers, and other individuals and groups, to achieve a predator free Peninsula.
2. Build, maintain and manage volunteer involvement in the OPBG project by recruiting volunteers, providing training, best practice guidance, health and safety, and quality assurance for all volunteer work.



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The successful applicant will have:

- Proven experience in recruiting, motivating, training and managing volunteers.
- A comprehensive understanding of the Health and Safety at Work Act 2015.
- A strong attention to detail.
- Excellent oral and written communication skills, and proven ability to communicate with a wide range of stakeholders.
- Excellent time management and organisational skills.
- The ability to work effectively in a team and by yourself.
- Current NZ driver's licence.
- An understanding of modern pest animal control operations will be an advantage.

To be considered for this position you must be eligible to work in New Zealand

If you think you have the relevant experience to undertake this role and would like to know more please contact the OPBG Secretary, Marita Eisenlohr <secretary@opbg.nz>, for a Job Description.

Applicants must email a cover letter and CV with references to secretary@opbg.nz

by 5:00 pm Sunday 5th September 2021