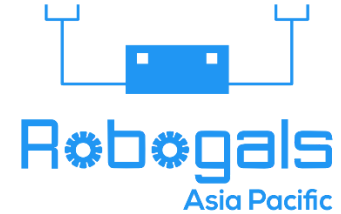


Chapter Support Team Project Manager Robogals Asia Pacific



Robogals

Robogals is an international, not-for-profit organisation that aims to inspire, engage and empower young women into engineering and related fields. This is achieved through interactive educational initiatives aimed at girls in primary and secondary school. Since inception in 2008, Robogals has inspired over 70,000 girls globally.

The Role

We are currently seeking a motivated individual to take on the position of Chapter Support Initiatives Manager, Robogals Asia Pacific. The CST Initiatives Manager is a new role with the primary purpose of implementing new initiatives to support our chapters. As part of the Chapter Support Team, you will be working quite closely with the Regional Mentor's to create useful initiatives that aid our chapters. The successful candidate will be an individual passionate about the Robogals mission who shares the organisation's values, and has the ability to take initiative, communicate in a professional and engaging manner with a variety of people, and manage projects to support chapters. Please note this is a voluntary role.

Responsibilities

- Scoping, defining and implementing initiatives.
- Working with the Chapter Support Team and the greater APAC Regional team to develop new initiatives to further assist chapters.
- Assistance in the organization of the Robogals SINE conference.

Although a voluntary position, the successful candidate will have opportunities to gain project management skills through implementing new initiatives, network with industry, and the opportunity to attend the Robogals APAC annual volunteer conference.

Skills Required

The successful candidate will require:

- Ability to communicate clearly to a range of people through a variety of media
- Strategic thinking, forward planning, and initiative in supporting chapters
- Embodiment of Robogals values, and ability to mentor others to do the same
- Willingness to work in a virtual team environment
- Strong time management skills

Application Process

To apply please email Kate Lack (Deputy Regional Executive Office, Robogals Asia Pacific) on kate.lack@robogals.org with the following:

- Cover letter which includes evidence of passion for the Robogals mission, why you are interested in this role, and why you would be successful in this role.
- Your CV (max 2 pages)

Applicants for this position will be reviewed based on their passion towards the organisational goals, interest in the position, and the required skills outlined.

Applications will be accepted on a rolling basis and will close at 10pm AEST Friday 29th of November. Please don't hesitate to address all questions to Kate Lack (Deputy Regional Executive Officer, Asia Pacific).

Role Details

Job Title:	Chapter Support Team Project Manager, Robogals Asia Pacific Chapter Support Team
Reports To:	Deputy Regional Executive Officer, Robogals Asia Pacific
Employment Basis:	Casual, volunteer role (Approximately 5 – 10 hours per week).
Start Date:	As Soon As Possible
Term:	A minimum of 1 year is expected (within reason)
Location:	Anywhere with strong internet connection in the APAC region