



Position Vacancy

Chief

Development

Officer

Robogals Global

About 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 fun and educational initiatives aimed at girls in primary and secondary school across the world. Since its inception in 2008, Robogals has engaged over 100,000 girls around the world.

Find out more at: www.robogals.org

The Role

Robogals is seeking a new Global Chief Development Officer (CDO) to drive the growth and development of the Robogals community. Candidates will have a passion for inspiring girls and women about careers in engineering and building a culture of diversity and inclusion in engineering.

The CDO reports to the Chief Executive Officer (CEO) of Robogals Global. Responsibilities of the role include:

- Set the strategic direction for training and development of Robogals volunteers and community building within the organisation
- Oversee organisation and execution of Robogals' annual 3-day training conference (SINE) in each of our 3 regions - Asia Pacific, North America, and the Europe, Middle East, and Africa region
- Support and lead the Development team to initiate and manage training and community initiatives
- Identify and create personal and professional development opportunities for Robogals volunteers
- Develop training, outreach communications and community building strategies

More details about the role can be found in the position description on the following pages.

Required and Emerging Skills

- Excellent organisational and communication skills and be able to manage geographically dispersed teams.
- Demonstrated people management experience through either paid, volunteering or school/university leadership roles.
- A creative mind and the ability to appreciate and respect diverse cultures

The successful candidate will have or be developing:

- Systematic approach to complex projects.
- Big picture thinking to challenge the status quo and create innovative approaches to support Robogals moving forward.

Application Process

The Robogals CDO Position Description is provided below. Applicants for this position will be reviewed based on the required and emerging skills outlined in the position description, and their relevance to the role responsibilities.

To apply, please email the Robogals CEO, Morgan Marshall, at ceo@robogals.org with the following:

- Cover letter including a response to the selection criteria.
- Your CV (max 3 pages)

Applications close at **5pm AEDT on Friday 18 December 2020.**

For more information regarding the role or organisation, please contact Morgan Marshall, CEO of Robogals at ceo@robogals.org.

Job Title:	Chief Development Officer
Direct Reports:	4-7 people
Employment Basis:	Part-time, volunteer role About 10 - 15 hours per week
Start date:	February 2021 (negotiable)
Term:	A minimum of 2 years is expected
Location:	Anywhere with strong internet connection
Additional information:	<p>While this is a volunteer position, the incoming CDO will be provided with the opportunity to make a significant impact on women in engineering and experience in leading international teams.</p> <ul style="list-style-type: none"> • Travel and associated costs of attendance to local Robogals SINE (regional conference) will be available.

Detailed Position Description

Chief Development Officer (CDO)

The Robogals CDO is responsible for supporting the Development Team in their projects and overseeing the SINE conferences. Projects are mostly internally focused to enable the organisation to achieve its mission to inspire, engage and empower young women into engineering and related fields. The Robogals CDO reports to the CEO. This position is responsible for the leadership of the Development Team of Robogals Global.

Development Initiatives:

- Support team members in their respective projects to ensure an optimal and timely outcome.
- Internal communications; ensure project ideas and updates are effectively understood by all parties/stakeholders
- Identify new projects for development that address the themes of community, training, strategy and communication
- Ensure all projects are successfully closed out/handed over.

SINE:

- Oversee organisation and execution of SINE (annual training conference for Robogals volunteers) in all Robogals regions.
- Assemble and manage local teams as required for successful execution.
- Communicate regular SINE updates to all relevant parties.

People/Leadership:

- Leads, engages and develops the Robogals development team.
- Personally, and as business leader, supports other members, including initiatives and opportunities to share innovations and expertise across regions.
- Cultivates organisational culture consistent with Robogals' values and a learning environment where volunteers are proactively encouraged to develop.
- Contribute to the Global Leadership Team and help direct the Global Robogals strategy

Business Development Support:

- Set the strategic direction for training and development of Robogals volunteers and community building within the organisation
- Supports Robogals continuous improvement program, identifying opportunities to implement, enhance or replace systems or processes so as to improve organisational impact, operational effectiveness, and governance.
- Develops strategies to address areas of underperformance or to take advantage of emerging opportunities under the direction of the CEO.