

THE WALKING BUS MANAGERS POSITION

Connections Community Development is a non-profit organisation based in Sydney's Northwest and aims to build community through a number of initiatives throughout Sydney.

One of those initiatives is The Walking Bus, which aims to see children walk to school in a way that encourages a healthy lifestyle, is environmentally friendly, and builds community.

A fantastic position has opened up for a Manager of The Walking Bus. The position is permanent part-time, 15 hours per week, with the possibility of more hours to come as the program expands. The position will be working alongside another coordinator to expand the program, and to seek additional sources of funding which currently operates in six schools. The position also requires the expansion of the Walking Bus programs in the schools it is currently operating.

THE LONG-TERM VISION OF THIS PROGRAM IS TO SEE IT ROLLED
OUT AT A NATIONAL LEVEL.
ARE YOU THE PERSON TO MAKE THIS HAPPEN?

THE ROLE WILL INVOLVE:

- Contact with and support for the volunteers
- Publishing a quarterly newsletter for the volunteers
- Visiting each of the schools on a regular basis
- Working along side school principals, P&C's and Teachers, along with other organizations such as councils
- Seeking and acquiring additional funding from other sources, such as government grants, and private sponsorship
- Flexible hours that may increase in the future as the program is rolled out

APPLICANTS SHOULD HAVE THE FOLLOWING:

- Excellent communication skills
- Excellent organisational and management skills
- Excellent and efficient time management skills
- Ability to seek and develop key relationships with stakeholders at various levels
- A registered car and valid drivers license
- Energetic and Innovative
- Self motivated
- Be well presented
- Outgoing personality to be able to meet potential sponsors and stakeholders
- Ability to operate at both the social and business level
- Ability to complete documents and applications as required
- Computer skills, primarily with Mac but also PC
- High skills level in Microsoft Office, iWorks, and other relevant programs

For more information on The Walking Bus, please visit www.walkingbus.com.au. Or for more information on Connections Community Development and the work we do, visit www.connectionscd.com.au.

If you are interested in this position, please email your resume, covering letter, and any supporting materials to warren.weir@connectionscd.com.au or contact Warren Weir on 0412 677 878.