

Community Engagement Coordinator position description

This is not a formal office bearing role, but it is essential to keeping the organisation and the community up to date with important happenings related to homebirth in Australia.

Specific duties

- Scheduling monthly Zoom calls with local homebirth groups
- Liaising with HBA committee regarding any issues that are raised at monthly community Zoom meetings
- Answer questions of the general homebirth community to the best of your ability and refer to another member of the committee if required
- Maintain good relationships with administrators of all local homebirth groups to facilitate communication pathways
- Keep in regular contact and liaise with committee via HBA committee facebook group, monthly meeting or email
- Agreement to transition incoming committee member to new role over a number of months if required
- Report on activity at each monthly committee meeting (via zoom)

Expected and desirable qualifications and skills

- Good communication and interpersonal skills
- Great teamwork
- Passion for Homebirth!

Time commitment

The role of Community Engagement requires an estimated commitment of 3-4 hours per month.