

Volunteer role description



Red Cross acknowledges
the Traditional Owners
of this land, their ancestors
and Elders, past and present.

the
power of
humanity



VIC Retail - Editing and Photoshop Volunteer – online apparel

Department	Retail
Availability	4+ Hours per week; days/times flexible
Location	Volunteering remotely (from home) or on site (89 Derrimut Drive, Derrimut, VIC 3030)
Category	Contributing to our operational work

Building an inclusive, diverse and active humanitarian movement based on voluntary service

Role purpose

Volunteers will assist by editing images of donated pre-loved garments for the Australian Red Cross online store. Using Photoshop (or other editing software) to crop, brighten the background and other adjustments to present true-to-life images, you will be helping us to provide beautifully presented, high quality pre-loved clothing and items to our online customers. This is a way for us to raise important funds for life-saving Red Cross humanitarian programmes - all while supporting sustainable fashion!

If seeking more diversity of tasks, volunteers are also encouraged to enquire – you may be able to assist in a variety of ways, such as researching authenticity of high-end garments, suggesting prices and writing product copy, including descriptions and specifications for online sales. Volunteers are encouraged to lean into their strengths/talents - offering pre-loved goods within the online space is a new venture for the Australian Red Cross, and we're hoping to create a team of volunteers to help us make it come alive.

Role responsibilities

- Download and edit images of garments for online sale using PhotoShop (or other editing software) to crop, brighten and make other adjustments so that photos present an attractive but true-to-life depiction for our online customers.
- Save images into shared Dropbox for upload to the Red Cross Online Shop.
- Optional/extra duties if interested: Research authenticity of high-end items, develop product copy & suggest pricing based on internet research.
- Work safely; always behave in a manner which avoids **any** risk to oneself or others.

Knowledge, skills and experience

- Experience using PhotoShop highly sought after (or other editing software)
- Access to existing PhotoShop account a huge plus! (or other editing software)
- Excited and/or knowledgeable about fashion and fashion trends
- Good level of computer literacy and experience using Excel (if intending to assist with product descriptions & pricing)
- Well organised and able to follow processes in systematic and practical ways
- Able to work independently and keep deadlines

Check requirements

- A National Criminal History Check prior to commencement and renewed every five years (Red Cross will arrange this)

Learning and development

- Complete Red Cross online learning modules as required
- Attend Red Cross Volunteer Induction, Program Training and ongoing training as required

General conditions

We act always in accordance with the Australian Red Cross Ethical Framework and Child Protection Code of Conduct

We are a Child Safe organisation and all volunteers are required to comply with relevant State and Territory legislation requirements

We comply with the Red Cross Workplace Health and Safety management system

We demonstrate skill, knowledge and behaviour to work with Aboriginal and Torres Strait Islander people in a culturally respectful way

We may be required to assist the organisation on occasion, in times of national, state or local emergencies or major disasters

In all activities, our volunteers are guided by the Fundamental Principles of the Red Cross and Red Crescent Movement

Humanity

Impartiality

Neutrality

Independence

Voluntary Service

Unity

Universality
