

Volunteer role description



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

the
power of
humanity



WA Regional Representatives Forum Member

Department	Governance – WA Divisional Advisory Board
Availability	Ongoing commitment with varied hours
Location	WA
Category	Contributing to our operational work

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

Role purpose

This is a voluntary committee position, where you will be part of building and maintaining a strong, vibrant, and inclusive community of people connected to Australian Red Cross.

The role of the Forum is to connect representatives of regions across the State to share information, coordinate activities, and create a space for peer-to-peer support all Forum members to achieve their goals.

Each member of the Forum has three key responsibilities:

- Support two-way communication between local people already connected to Australian Red Cross (primarily members and volunteers) – help make sure that people on the ground understand what the organization is doing, and that the organisation understand the great work happening on the ground as well as when people could use a little help.
- Connecting local people already connected to Australian Red Cross (staff, members, and volunteers) to each other and create a welcoming community in your region for new members and volunteers to join. This might take the form of events, casual social opportunities, or coordinating access to training and development which will help build the confidence and capability of existing Red Cross people.
- Build links within the local community to other organisations and individuals who share a commitment to community, and find ways to work together towards common goals and aims.

A key responsibility of all Forum members is to be a local champion for reconciliation in their community and within their Region. We believe that reconciliation is everyone's business, and that all Australian's have a role to play in challenging racism, breaking down stereotypes, and promoting understanding and healing between all Australians.

A person must reside at least 50% of the time in the Region they wish to represent. Regions are generally defined around small groups of Local Government Areas or Shires. A member of the

Forum must maintain absolute confidentiality of all personal or sensitive information communicated or disclosed to them in the course of their duties on the Forum.

Members of the WA Regional Representatives Forum reflect Divisional requirements, and should be drawn from members, other volunteers, and reflect the demographics and diversity of Western Australia. A member is appointed for an initial term of two years and may be appointed for up to three terms (six years) by the West Australian Advisory Board after consultation with the Chair of the Forum. The WA Awards Forum will meet at least three times per year, and on other occasions as determined by the Chair to fulfil the responsibilities outlined below.

Current or new volunteers and members are eligible to apply. As this position is for a committee of the West Australian Advisory Board, current Australian Red Cross staff are not eligible to apply.

Role responsibilities

- Attend all meetings of the Regional Representatives Forum prepared to actively participate.
 - Support the development of a state-wide work plan for the Regional Representatives Forum (RRF).
 - Implement activities in your local region, in line with the RRF work plan.
 - Answers to queries from people in your local area using resources available through the Forum.
 - Create opportunities for all Red Cross people in their Region to come together, share fellowship, build meaningful connections, and strengthen the local Red Cross community.
 - Build the capacity and confidence of other local Red Cross people to create opportunities for connection.
 - Work with other Red Cross people within the Region to build practical, on the ground actions to strengthen the connection and resilience within the local community.
 - Report on activities in your Region at RRF meetings.
 - Be a local champion for reconciliation, through personal behaviours, role modelling, and creating opportunities for cultural exchange and respectful learning.
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Knowledge, skills and experience

- A passion for your region and all the people who live there.
 - Good organiser of events and people
 - Commitment to reconciliation between Aboriginal and Torres Strait Islander peoples and other Australians (or excited to learn and take action)
 - Good communication skills – able to share information, listen, and respectfully challenge assumptions where appropriate
 - Ability to work effectively as part of a team
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- Comfortable using email and videoconference/teleconference (or excited to learn)
 - Creative thinker with a can do attitude
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Check requirements

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

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