



Membership Growth & Recruitment Officer

Wage: \$40/hr

Hours: 0.4FTE (16hrs/week)

Position type: 1yr fixed-term contract

Annual leave: 6 week per year (pro-rata)

Personal leave: 2 weeks per year (pro-rata)

Superannuation: 12%

This position is for someone who is excited to have strategic and meaningful conversations about climate justice and able to support current members and volunteers to recruit potential members from their own community, at events and stalls.

The Membership Growth and Recruitment Officer will plan and deliver a membership growth and recruitment strategy to strengthen our member base from 225 to 1200 people by our AGM in September, 2025.

This person in this position will work closely with the Secretary and Convenor. They must be based in WA and able to work remotely, and will need the ability to travel regularly to events in Perth metro and surrounding regional areas. *CJU will remunerate expenses and may be able to provide office space through a partner organisation, but we do not currently have our own office.*

The contract is for 12 months with a view to renew. Renewal will be dependent on performance and organisational financing.

Primary responsibilities:

- Recruitment of new members
- Design and implement a membership growth strategy, in collaboration with CJU leadership.
- Identify and prioritise growth opportunities which align with CJUs aims and values
- Setting achievable goals and reporting against them
- Speak about Climate Justice Union in public
- Draft content for communications including, flyers, info sheets, petitions, etc
- Identify, book, staff and manage events, stalls, etc
- Support and oversee volunteer members to run stalls, events, and recruitment activities

Skills:

- Effective interpersonal communication and ability to build relationships
- Excellent time management
- Basic administration and digital literacy
- Confident speaking in public and group settings

Experience:

- In a role focused on growing the membership of an association, not-for-profit organisation, trade union or equivalent.
- Delivering training and capacity building for volunteers, members or staff
- Managing volunteers

How to apply

Email admin@climatejusticeunion.org with:

- your current resume
 - a couple of paragraphs about why you would be a suitable candidate
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About CJU

Climate Justice Union is a collective of ordinary people working together to accelerate the fair and just transition to net zero emissions, and prepare for and adapt to climate change impacts while taking care of people and place.

We take a community organising approach to support our members and build community-led action on climate change and inequality in key local areas and industries across Western Australia.

CJU is a small but growing team of part time staff, volunteers and volunteer committee members.

For more information visit: climatejusticeunion.org/about-us

Working with CJU

All staff at CJU will be supported and expected to uphold and act within our guiding principles:

1. We recognise that those who are most impacted by climate change are often those who contribute the least to the crisis and are least able to take action.
2. Our work is grounded in and based on equity and justice.
3. Our actions are non-violent. We will not accept violence, hate or discrimination.
4. We practice decolonisation across our work, and elevate the voices and views of Aboriginal & Torres Strait people.
5. We practice respect towards all people and their personal circumstances. We will have respect for and be inclusive of women, non-binary people, people of colour, people with disabilities, LGBTIQ+, religious faiths, people in poverty and other groups oppressed whether for economic gain, hate, fear or other reasons.
6. We support people to be the best they can be, and practice an inclusive culture of 'radical hospitality'.
We practice informed decision making processes, seeking the views of those who are genuinely impacted by a decision but may not present - because we recognise not everyone has the same capacity to participate.
We are accessible, transparent and supportive of member involvement and leadership.
7. We actively work to reduce our individual and collective greenhouse gas emissions and broader environmental impact.