

Volunteer for events

Terms of reference

BACKGROUND

Foundation Conservation Carpathia (FCC) is a Romanian conservation NGO with the goal to create a world-class wilderness reserve in the Southern Romanian Carpathians for the benefit of biodiversity and local communities.

COMMUNICATION & COMMUNITY OUTREACH

FCC together with other partners will organise several local/national events to celebrate and highlight the natural beauty of the Făgăraş Mountains: brunches, festivals, conferences, photo exhibitions, or will participate to different events like running/biking competitions.

We are looking for volunteers willing to get involved together with our team and create wonderful memories of our green events.

POSITION

The Volunteer reports directly to the events coordinator and will cooperate with all personnel working on this project, both of FCC and of project partners. The position is needed during spring, summer and autumn.

PRIMARY ROLE

- Involvement in organizing green events and activities to promote the nature that will be attended by the general public and members of local communities.
- Support the team in implementing the project activities.
- Elaboration of documentation for obtaining opinions and partnerships for the development of an event.
- Field research to know the locations down to the smallest details.
- Arrangement of the venue: installation and arrangement of the tent, providing promotional materials (posters, brochures, stickers, etc.), arranging tables, chairs, gathering all the materials at the end of the event.
- Arranging an outdoor location, setting up tents, arranging outdoor furniture, arranging decorations, conducting workshops, equipment, accessories and materials of various kinds, cooking and preparing with members of the local community, service and disposal.
- Communicating in English with foreign guests and visitors, if necessary you can provide support in translating the speeches of the special guests, providing all the information regarding the event and the area.
- Communicating with the public, providing information on the Carpathia project and the geographical area where the event takes place.

- Collaborate with other colleagues in the team (logistics, technical, etc.) to avoid any problems that may arise.

QUALIFICATION AND SKILLS

- Experience in organising events/communication is beneficial but not mandatory.
- Involvement and commitment to nature conservation.
- Adaptation to new situations, to changing weather and to the public of all ages.
- Ability to work with respect in intercultural situations.
- Confidence and ability to provide feedback to coordinators.
- Collaboration with all colleagues in the team.
- Continuous learning capacity.
- Pay attention to details, good organization, a friendly attitude, availability to provide information and skills to handle unexpected situations.
- Seriousness, punctuality, physical strength (the locations are in nature, in uninhabited areas and require a lot of mobility).
- Spirit of observation and good organizational skills.