

### **Community Crew**

#### **Role Description**

**Role Title: Restructure Committee Member**

**Department/Team: Restructure Committee**

#### **Restructure - Process Overview:**

To make recommendation to the directors of the Red Earth City Pty Ltd, for the transition of the company and its national organisation, to a nationally registered charitable not for profit entity or group of entities, or subsidiary of an entity of this nature, where provision is made in each and any of the new entities for a public fund allowing registration with the Register of Cultural Organisations (ROCO), allowing then for the application for Deductible Gift Recipient status using one or a combination of the following commonly used incorporated legal structures;

- (a) companies limited by guarantee;
- (b) incorporated associations;
- (c) or non-trading co-operatives;

that is best suited for the community and the current national organisation, to achieve the ongoing pursuit of the purposes of the company, Burning Seed and Burning Man Australia.

To do so by educating the community on the purpose and seeking their input on the process and desired outcomes, through standard research methods and thorough community engagement, upon which a decision shall be made and voted on by the Board of Red Earth P/L, who are the sponsors of this project.

#### **Restructure Committee Purpose:**

To meet regularly in order to plan a thorough community engagement process and based on that data, write a proposal for the structure of a new entity or group of entities, which outlines the process for implementation.

Members are committed to ensuring the process is well researched while keeping in mind the requirements and standards an entity or group of entities must meet and strive to present the information to the community in a neutral and unbiased manner.

Additional members are required to help implement and analyse the Community Feedback segment of the project designing, distributing, collating and analysing the data. These members may or may not wish to participate in the general Restructure Committee group.

**Time Commitment:**

**Online Meetings (Google Hangout):** Every other week, 1-2 hours long

**Reading/Research:** 30 min and up per week depending on roles/action items assigned and materials that need review prior to the meeting

**Duration:** The project is expected to last until July 2018.

New members will join the team 2 weeks from the close of the applications and, **at minimum, commit to participating in regular meetings until the launch of the community input process (currently set for July 2017)\*.**

Dependent on the role within the committee, members will be needed for the duration of the project including the collection and analysis of feedback phases and public discussion meetings.

\*The exception to this is team members who are assisting with only the design or data collection or data analysis elements of the project, these specific roles will be required only during these project phases

**Duties/Responsibilities**

- Ability to commit to bi-weekly committee or specific design/analysis team meetings
- Willingness to participate in research and discussion
- Ability to review key documents and provide feedback
- Participate in team decision making using a consensus process
- Take on key aspects/duties within the project as required

**Necessary Qualities, Knowledge and Experience:**

- An interest in entity structure(s) for the Burning Seed event and Burning Man Australia
- Knowledge of the current Burning Seed event and Burning Man Australia
- Willingness to debate and discuss proposals and research
- Able to maintain confidentiality
- Thoroughness, competence, and the ability to work well with others
- Enthusiasm for a seemingly dry processes that facilitates community

**Desirable Qualities, Knowledge and Experience:**

We are particularly seeking community members with the following experience;

- Not-for-profit board member, steering committee member or director
- People who have experience filing company paperwork
- A lawyer (or you play one on tv)
- Community Engagement Officer
- Change Management Professional
- Company secretary
- Accountant
- Graphic Designer
- Data Analyst
- Content Producer
- Social Media Manager