

Role Title: DPI 2IC

Team: Department of Planning and Infrastructure (DPI)

Department: Operations

Team Description

DPI members are the resident Burning Seed badassess. We get our hands dirty preparing the site for the main event and work to ensure the main infrastructure is fed, watered and fueled throughout the event. We erect the main structures including the Stockade (including Kitchen, Site office and Showers) Gate, Greeters, Centre Camp, Arteria, Rangers, Medics, Sanctuary and the main Site Office. We ensure all the camping areas are cleared and safe, and sign mark all the roads. In our downtime we drink, play, have fun and generally cause a ruckus.

Role Summary/Purpose:

As 2IC for DPI, you'll be in assisting the management of various roles within the DPI. Making sure all members are completing their projects on time and to budget. You will oversee the liaising with other teams, planning deployment and construction of event infrastructure and approving new crew pre-event. You'll learn to work xero and the given budget to ensure Burning Seed has all the necessary infrastructure in place to ensure a safe and organised event. You will also be responsible for swag and upholding other points of DPI culture.

Once onsite, you'll help advise the anchor in leading the team to erect the main structures, starting with the Stockade Kitchen, working out from there. You'll negotiate with the Stockade Kitchen Lead and Stockade Manager to ensure all crew needs are being met. In consultation with the Construction Manager and Operations Manager, you'll lead your team to erect all the other structures around the site and prepare the site for the event.

During the event, you'll liaise with the Site Manager to ensure all teams have water, snacks and fuel. You'll be involved in all art burns to ensure there is a safe perimeter set up.

Post-event you'll work with the Pack down Lead and Leave No Trace Lead to ensure the site is packed away and returned to its wild state.

Once the event is over and packed down, you'll write an afterburn report and attend the Summit

Working relationships:

- Site Manager
- Operations Manager
- Construction Manager
- Rangers Team Lead
- Stockade Kitchen Manager
- Stockade Manager
- Sanitation Manager
- Packdown Lead
- Leave No Trace Team Lead

Time Commitment/Dates required:

- **Year Round:** 1-2 hrs a week Feb- May then 3-5hrs a week June-aug (depends on your admin and communications skills, Possibly some weekends closer to the event)
- **During Event:** 1-2 x 12hr shift
- **Post-event:** This is optional if there is an experienced Pack Down lead

Duties/Responsibilities

- Liaise with OPs and Contractor Manager regarding booking Contractors: ie water carters, container delivery, earthworks, etc.
- Liaise with DPI Crew Wrangler to Approve new team members for different roles
- Coordinate with 2iC, Anchor and Construction Manager during the pre-event build in delegating different tasks and jobs for the establishment of the Burning Seed Infrastructure
- Keeping the team engaged and focused during the building phase especially during challenging weather.

Key challenges

- Managing a crew for an extended period of time (approx. 4 weeks)
- Working in harsh conditions (It can be hot, windy and sometimes, very wet, onsite)
- Working within the set budget
- Managing pre-event emails and liaising with numerous other team leads.

Necessary Qualities, Knowledge and Experience:

- Ability to see the big picture, but manage the small issues that arise.
- Physically fit
- Good interpersonal skills
- Proven leadership skills
- Excellent communication skills
- Problem-solving skills, and ability to deal with stress.

Desirable Qualities, Knowledge and Experience:

- Good natured, calm and resilient personality
- Able to be a leader when needed, but relax with the crew at times of rest
- A good sense of humour

How to Join: Complete a registration form found on the [Burning Seed website](https://www.burningseed.com), or contact Crew Wranglers at jointhecrew@burningseed.com with any questions.

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