



Job Description: Australia Director

[Global Shield](#) is an international advocacy organization devoted to reducing global catastrophic risk. Global Shield takes a holistic approach to global catastrophic risk, seeking policies that address all forms of global catastrophic risk. Our approach is informed by high-quality policy research and development along with experienced policy advocacy tailored for individual countries.

We are seeking a Director of Global Shield Australia to lead our policy advocacy efforts in Australia.

- **Location:** Australia (Canberra area strongly preferred), with remote work
- **Reporting structure:** Reports to Executive Director, Global Shield
- **Position Length:** Full time, ongoing, with start date by around March/April 2025.
- **Work Authorisation:** This position is not eligible for employment visa or work authorisation sponsorship.
- **Salary:** AU\$140,000-180,000 + super. Salary depending on experience.
- **Application information:** Apply here (<https://forms.gle/5pUQveN8vp5gzkro6>). We intend to close the application period by Sunday February 2nd at 6:00 PM AEST, but might close early if we find the right candidate. Applications will be assessed on a rolling basis, so we strongly recommend applying as early as possible.

What you'll be doing

Global Shield seeks an experienced and dynamic Australia Director to lead our advocacy efforts with the Australian government. This person will be responsible for advancing our mission within Australia policymaking, engaging with governmental agencies, fostering relationships with strategic partners, and building Global Shield's credibility and reach. The ideal candidate is an experienced advocate and leader, deeply knowledgeable about policy processes and passionate about reducing global catastrophic risk arising from all-hazards, including nuclear war, pandemics, artificial intelligence, climate change, and more.

Key Responsibilities

Strategic Advocacy Leadership:

- Develop and implement an Australia-focused advocacy strategy that aligns with Global Shield's mission and global objectives. Policy ideation and development will happen with the support and collaboration of our wider team.
- Identify and prioritize key policy opportunities at the federal level, leveraging changes to the political climate and emerging trends in global risk areas.
- Represent Global Shield in high-level meetings with Australian government officials, policymakers, and international stakeholders.



Stakeholder Engagement and Relationship Management:

- Cultivate and maintain relationships with key stakeholders, including government agencies, legislative offices, advocacy groups, and think tanks.
- Partner with aligned advocacy organizations and other stakeholders to amplify Global Shield's voice and coordinate on aligned initiatives.
- Act as the primary spokesperson for Global Shield's Australian operations, building credibility and influence across diverse networks.

Program Management:

- Manage budgets for Australian office activities, ensuring cost-effective resource use and alignment with organizational priorities.
- Prepare regular reports and updates for senior leadership on advocacy progress, challenges, and policy developments.
- Help establish and/or maintain Global Shield's legal and statutory obligations
- Develop and maintain relationships with potential Australia-based funders

Policy Analysis and Communication:

- Conduct research and analysis on relevant Australia policies, keeping informed on legislative changes, regulatory shifts, and public opinion trends. The Australian Office Director will receive support in this work from the broader team, but is expected to provide expertise on the Australian context.
- Draft policy comments, advocacy briefs, and other policy documents to support Global Shield's stance on pressing issues.
- Provide thought leadership in the field of global catastrophic risk, staying ahead of industry standards and contributing insights that support advocacy.
- Engage with media outlets to shape narratives around critical issues, drafting press releases, opinion pieces, and public statements as necessary.
- Serve as a media spokesperson on Australia-based matters, participating in public forums, conferences, and press engagements to raise the organization's profile.

What we're looking for

We are looking for individuals who resonate with our organizational values and possess the audacity to tackle global challenges. Global Shield expects its staff to align with our organizational values; we are influential, collaborative, creative, effective, and audacious. The candidate must demonstrate a range of important qualities:

Required Skills and Experience

- **Policy expertise:** Extensive experience in advocacy, policy analysis, or governmental relations.



- **Experience working in or with the Australian Government:** Previous experience working in a federal or state government agency, ministerial or parliamentary office, or relevant advocacy organization working on federal policy.
- **Policy network and intuitions:** Deep familiarity and connections with the Australian policy ecosystem, with good instincts around institutional reputation-building and political dynamics in Canberra
- **Advocacy skills:** Demonstrated success in advancing policy objectives in complex, multi-stakeholder environments; skilled in legislative advocacy and lobbying.
- **Communication skills:** Exceptional written and verbal communication skills, with experience serving as an organization's spokesperson and engaging with the media. Confidence and skill in public speaking, with experience representing an organization at conferences or public forums.
- **Relationship building:** Strong networking abilities and experience fostering relationships with policymakers, government agencies, and advocacy organizations.
- **Analytical abilities:** Strong analytical and research skills, with experience in policy analysis, strategic planning, and evaluating political landscapes.
- **Education:** Bachelor's degree

Desired Skills and Experience

The desired candidate can also offer the following attributes:

- **Subject-matter expertise:** Expertise in a specific area of global catastrophic risk or all-hazards emergency management, with a demonstrated record of thought leadership and published research or policy work.
- **Leadership:** Proven leadership experience with a track record of managing diverse teams and achieving strategic goals. Fundraising experience strongly preferred.
- **Media savvy:** Experience handling media engagements, drafting press releases, and conducting interviews.
- **Comfort with hybrid work:** Our team is global and much of our day-to-day work is completed from home or other remote work locations. However, this role will necessitate significant time in-person in Canberra to advance advocacy efforts.
- **Additional language skills:** Proficiency in a second language other than English, especially in an official language of the UN, is a plus.

How to apply

To apply, please submit an application, including resume here (<https://forms.gle/5pUQveN8vp5gzkro6>). Applications will be processed on a rolling basis and will be accepted until Sunday February 2nd at 6:00 PM AEST, unless closed early due to finding the right candidate.



Contact us

If you have any questions, please email contact [a] globalshieldpolicy.org with the subject "Question: Australia Office Director application"

Global Shield is an Equal Opportunity Employer

We are committed to creating a diverse and inclusive environment and encourage applicants from all backgrounds to apply.