

# 350 Australia

## Volunteers Induction Guide

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# Welcome and thank you for joining one of the world's largest climate action movements!

As a 350.org Australia volunteer, you are joining a diverse and committed network of individuals who are passionate about our environment, its people and the legacy we leave for tomorrow.

## What is 350.org?

We are a global grassroots movement to solve the climate crisis. Our online campaigns, grassroots organising, and mass public actions are led from the bottom up by thousands of volunteer organisers in over 188 countries. We believe that if a global grassroots movement holds our leaders and corporations accountable to the realities of science and the principles of justice, we can realise the solutions that will ensure a better future for all.

For more: [350.org](https://350.org) or checkout our [Organizing Manifesto](#).

## What is 350.org Australia?

We are proudly part of the international 350.org movement, campaigning to raise awareness of the urgent need for climate change action. We are apolitical, secular, independent and not-for-profit. We are open-sourced and will work with those who share our commitment to positive climate change action. Partnering with dozens of organisations and thousands of individuals, we organise national events and activities to call on our political and business leaders to act to reduce greenhouse gas emissions and support clean energy.

For more: [350.org.au](https://350.org.au)

## What we are working on

350.org Australia is getting to the heart of climate action by taking on the fossil fuel industry with our [Go Fossil Free Australia](#) and [Fighting the Frontlines](#) campaigns. Put simply, if we want a livable planet, we can't keep burning fossil fuels and no company should profit from the fossil fuel-fed climate catastrophe. We've taken to the streets, to Facebook and Twitter, formed groups in major cities, led training sessions and forged links with other climate-concerned organisations to spread our message that it's time to bid fossil fuels farewell and welcome in a clean energy future.

### Go Fossil Free Australia

Despite being the highest per capita emitter of greenhouse gas emissions globally, Australia plans to double its coal exports over the next decade. That's why we need a visionary yet practical strategy to decarbonise our economy and start the shift to a just, clean renewable energy future. Go Fossil Free Australia is our national campaign to support that shift by calling for divestment from fossil fuels. We are achieving this by building public awareness of the need to divest through public forums, encouraging individuals to place online and offline pressure on their banks and super funds and supporting high profile public institutions such as councils, universities and religious organisations to divest from fossil fuels.

We work in partnership with [Market Forces](#) to encourage our banks and super funds to stop financing damaging fossil fuel projects, [Doctors for the Environment Australia](#) to encourage health-sector divestment, the [Australian Religious Response to Climate Change](#) to encourage faith-based divestment, universities across the country to call for campus divestment and a range of Australian councils to encourage local government divestment. We've already had some great successes in this campaign and with your help, we can build on these. For more: [gofossilfree.org.au](http://gofossilfree.org.au)

## Fighting the Frontlines of Fossil Fuel Expansion

In 2014 350.org Australia learned much about the power and challenges of campaigning against fossil fuel projects as a key member of the Leard Blockade Alliance. We are committed to continuing to support community resistance to coal and gas projects from the frontline and in our cities team and to learn and grow from these experiences.

**The major focus** for the Frontline projects team in 2015 is Queensland's Galilee Basin where companies want to unlock nine mega coal mines that would triple Australia's emissions and trash the Great Barrier Reef. We are helping to build a strong alliance of local and national groups that will fight this project from the frontline and the cities. A major focus for the campaign is preventing Australian Banks financing the project.

**We will support**, if required, communities in NSW such as Bulga that face the imminent threat of new coal and gas projects. We are also connected to the large fight mounting against unconventional gas in WA and will find opportunities to connect our supporters with that issue as the resistance develops.

## You & 350.org Australia

We rely on volunteers for almost everything, so your involvement is critical to our success! There is a role for everyone and if you have a specific skill set, we'd love to hear from you. We're always on the look-out for talented and committed new volunteers to join our growing national network. If you have experience in research, media, outreach, fundraising, administration, social media, design, videography, volunteer management, writing, web development or design, drop us a line at: [info@350.org.au](mailto:info@350.org.au)

## Who's who

We have a small national staff comprising 8 staff spread across Brisbane, Sydney, Canberra, Melbourne and Queensland. We are also governed by a Board. For more information about our Staff and Board members, checkout the [About](#) page on our website. In addition, we have a core team of [dozens of volunteers](#) nationally who oversee our local campaigns. We also have local [city hubs](#) in Hobart, Melbourne, Sydney, Adelaide, Canberra, Perth, Brisbane and Byron Bay. To contact one of our city hubs: [\[city\]@350.org.au](#) (e.g. Sydney@350.org.au) or check out our [Volunteer](#) page

## Accessing information

The [350.org Australia Document Directory](#) is the central repository for pretty much all of the documents you'll need. This includes things like volunteer role descriptions, suggested organizing structures for local groups, sign-up sheets, 350.org flyers, logos and campaign materials. The directory is updated as new roles, strategies, resources and materials are developed. If you can't find what you need in this document, contact: [charlie@350.org.au](#). There's also the [Go Fossil Free Australia Toolkit](#) which outlines the campaign in detail and provides resources and materials for each of its phases. To access either the document directory or toolkit, contact our campaigns director Charlie Wood: [charlie@350.org.au](#). We also store a range of handy resources and information online at our [350 Australia](#) and [Go Fossil Free](#) websites.

## How do we communicate?

As a geographically dispersed group of individuals, we've developed a range of online tools to keep us all connected.

### Volunteer Emails

As a core volunteer, you will be added to our email list - [citycoords@350.org.au](mailto:citycoords@350.org.au) - where you will receive campaign updates and have the opportunity to feed into online discussions. Unfortunately we can't provide volunteers with dedicated 350.org email accounts as each account has an associated expense (grrr gmail!), but if you are involved in a city hub, we can set you up with a nickname 350.org.au account that diverts to your city email account. We have created a set of [email protocols](#) to minimize excess traffic in your inbox. This document also explains how to set up your 350.org nickname so that it functions like a dedicated email account.

### Member Emails

To keep our tens of thousands of national members up to speed with what's going on, we send out regular campaign emails. We also share news and updates through [facebook](#) and [twitter](#). National emails are sent by our staff but we encourage core volunteers to be involved drafting local emails. This [document](#) outlines our email-drafting process.

### Check-ins

Our campaigns director schedules regular "check-ins" with local volunteers and we circulate monthly e-updates that you can hear what other volunteers are working on. For group check-ins we use [Skype or Free Conference call - 03-8672 0100 pin 292158#](#). For individual check-ins, one of our staff will arrange to call or Skype you.

## 350.org online

Volunteers and members can connect with us through one of our many online channels:

- [350.org global website](#)
- [350.org Australia website](#)
- [Go Fossil Free website](#)
- [Go Fossil Free Australia website](#)
- [350.org global facebook page](#)
- [Australia facebook page](#)
- [Global Twitter \(@350\)](#)
- [Australia Twitter \(350Australia\)](#)
- [Flickr](#)
- [Global Youtube](#)
- [Australia Youtube](#)

To request admin access to a 350.org Australia channel, contact [charlie@350.org.au](mailto:charlie@350.org.au).

## Money matters

### How are we funded?

Our funding comes entirely from member donations and private donors. We also receive some funding from 350.org in the US. We do not accept political donations and will only accept corporate donations where the values of the organization are aligned with that of 350.org. Where such donations are accepted, they will be fully disclosed on our website.

## Managing 350.org transactions

As a volunteer, you may need to purchase items on behalf of 350.org. To get reimbursed, send a scanned copy of your receipt/s to the relevant staff member and fill out the [350.org expense reconciler](#). You can expect to be reimbursed within a week. If you are managing a large payment, please speak with a 350.org staff member who can arrange to pay for the expense via EFT or credit card directly. In the case of large expenses, please always request an invoice.

### Invoices should be made out to:

350.org Limited  
60 Blenheim St  
Queen's Park  
NSW 2022

### Our bank account is:

Bank MECU  
Name: 350.org LIMITED  
BSB: 313 140  
Account number: 12048711

Where someone wishes to make a donation, please direct them to the [donate page](#) on our website. For high donors, please put them in touch with our CEO Blair Palese: [blair@350.org](mailto:blair@350.org).

## Your rights & responsibilities

350.org is a highly open organization that welcomes new volunteers, ideas and insights with open arms. If you are taking on a core volunteer role, we ask that you read and agree to our [350.org Australia Volunteering Policy](#).

## Conclusion

Thank you so much for contributing your time to 350.org Australia. If, after reading this document, you are still unclear about anything, contact: [charlie@350.org.au](mailto:charlie@350.org.au)

*Here's to a bright, safe, just and clean energy future for all!*