



Job Description

Role Title - Site Management 2IC

Job Purpose:

The Site Management 2IC shadows and supports the Site Manager.

Key Responsibilities:

Festival Operations and Participant Services

- Support the Site Manager to manage conflict and crisis situations
- Document incidents and engage support crews
- Liaise with other team leads as required
- Ensure continuity of important information across shifts
- Ensure Theme Camps are meeting obligations in terms of creating safe spaces

Working Relationships:

- **REPORTS TO:** Site Manager
- Event Management team
- Rangers
- Security/Medics
- Gate crew
- MPW
- DeepSpace/Consent Guardians

Time Commitment:

- **On site:** 2IC shifts are 12 hours long - during quiet times Site Manager and 2IC can take turns going on call to sleep for a few hours.

Necessary Qualities, Knowledge and Experience:

- Compassionate leadership skills
- Has been to Kiwiburn before and has good working knowledge of different departments
- Excellent communication and de-escalation skills
- Able to keep a calm head and make good decisions under pressure
- Reliable, organised, self-motivated
- Ideally has training/experience in crisis management/conflict resolution/peer support