

## Leave No Trace 2iC

### Job Purpose

This role supports the Leave No Trace Lead to ensure that our beautiful Kiwiburn site is returned to a completely natural state, aiming to be better than before, once the event is over. Before, during, and after the event you are responsible for maintaining awareness of Matter Out Of Place (MOOP) and Leave No Trace (LNT) actions. After the event you are responsible for managing a team of volunteers to check the full site for MOOP and note any theme camps, art installations or areas that did or did not adhere to their LNT requirements.

Your team will traverse the whole Kiwiburn site, picking up any MOOP with the promise of possibly finding the much coveted 'Paddock Scores' (ranging from cool toys to funky accessories).

### Key Responsibilities

#### Team specific responsibilities

You will assist the LNT lead to:

- Coordinate a team of volunteers to ensure they are educated on MOOP & LNT.
- Support participants to practice self-reliance and civic responsibility in relation to LNT.
- Work with MWP to coordinate a full site MOOP sweep post-festival.
- Work with the Temple and Effigy teams to ensure minimal fire trace.
- Liaise with Theme Camps & Art Projects to ensure their spaces are left as they were found and communicate if they underperformed.
- Communicate with Theme Camp Facilitator and Arts Facilitators to help support Theme Camps and Art Projects with underperforming MOOP sweeps to improve.
- Work with Comms Team to develop and support community/attendee engagement and education around MOOP and LNT.
- Create a MOOP map of the entire site, with clear indications for Theme Camps and Art Installations' MOOP ratings (Green for good, Orange for meh, and Red for oh-ohh).
- Help to develop and maintain up to date LNT department policies and processes.
- Be available and responsive regularly year-round via email and Slack, or ensure there is adequate cover when unavailable.
- Write the annual Afterburn report for the LNT team.

#### Team leadership

- Support your Lead in achieving the team's goals for the annual Kiwiburn event.
- Deputise for the LNT Lead if/when required (for example, due to absence).

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- Create a collaborative and inclusive team culture where people are inspired to contribute and make a difference for the Kiwiburn community.
  - Communicate and consult with your Lead, team, and wider Kiwiburn teams as appropriate, on any key decisions that affect them.
  - Support annual team planning and Kiwiburn event planning.
  - Ensure your team members are responsive and meet deadlines and key deliverables.
  - Regularly review and improve LNT practices with your team.
  - Support the onboarding of new members into the LNT team alongside the Volunteer team.
  - Act in a manner fitting of a Kiwiburn member, as per the [Memorandum of Understanding](#).

### Working Relationships

- LNT team volunteers
- LNT Lead
- MPW Team Lead and 2iC
- Infrastructure Facilitator and 2iCs
- Event Delivery Team

### Who to contact for support

This role can bring its own challenges, on site you'll have direct access to Crew Support who are available before, during and after the event to have a chat (off-site you can contact them via email at [crewsupport@kiwiburn.com](mailto:crewsupport@kiwiburn.com)). Additionally you can talk to the Infrastructure Facilitator or Event Delivery if you ever want or need to.

### Time Commitment

- **Year round** - Checking your email once a week in the 2 months prior and 2 months post event. Providing an afterburn report with mapped and photographed siting of moop.
- **On site** - Approximately 3 to 5 days post event

### Necessary Qualities, Knowledge and Experience

- Fit and active
- Strong communication skills, especially in an online environment.
- Ability to work collaboratively in a team with integrity and respect.
- Desire to serve the burner community.
- Time management skills, with ability to deliver to deadlines.
- Comfortable learning/using software with regular access to a computer and internet.

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## Desirable Qualities, Knowledge and Experience

- Previous experience managing a team of people with different workloads and priorities.
- Previous experience in leading and managing volunteers.
- Experience working in the LNT team.
- Understanding of Te Tiriti o Waitangi (Treaty of Waitangi). Please review the [Memorandum of Understanding](#) for more information.
- Passion for LNT, MOOP, and the environment
- Sense of humour
- Sense of adventure!