



Position Profile

Position Title	Neighbourhood Watch ACT Suburban Facebook Group Administrator
<p>Background:</p> <p>NHWACT currently has 18 suburban groups – some have been operating for over six years. NHWACT is an ‘administrator’ for these groups. Each of the suburban groups have their own local administrators and moderators.</p>	
<p>What a NHWACT Suburban Facebook Group Admin does:</p> <p>A NHWACT Suburban Facebook Group admin is a member of NHWACT and volunteers their time to help manage their suburban Facebook group. Typically the volunteer will live in the area they are managing.</p> <p>The main functions are to:</p> <ul style="list-style-type: none">• Post the monthly crime data from ACT Policing for their area• Share posts from NHWACT as appropriate• Share from our suburban groups (where relevant)• Moderate comments <p>Training and ongoing support are provided.</p> <p>It is estimated that this position requires around 1-2 hours per week, less if there is more than one administrator for a suburban group.</p> <p>Interested?</p> <p>Message NHWACT via the NHWACT Facebook page or email enquiry@nhwact.org.au</p>	