

## Event Coordinator Volunteer- Murray to Moyne Cycle Relay

### Background

Ovarian Cancer Australia is the peak national body for ovarian cancer in Australia. Our vision is to save lives and ensure no woman with ovarian cancer walks alone. We support those affected by ovarian cancer, give them a voice, facilitate research, and raise awareness on a national scale. We listen. We are inclusive. We are courageous. We act with integrity.

### About the event

The Murray to Moyne Cycle Relay is an annual cycling event staged over a 24hr period to raise funds for hospitals and health-related organisations.

It is a team event commencing in three major regional centres on the Murray River - Mildura, Swan Hill and Echuca and ending at Port Fairy on the Moyne River. The event attracts over 150 teams of riders and raises over \$1,000,000 for charity, with the proceeds going to Hospitals and Health Services throughout Victoria. This year, Dr Joe Perry and the Australian Catholic University team will be supporting Ovarian Cancer Australia as they ride the 2019 Murray to Moyne!

Background information about the Murray to Moyne Cycle Relay can be found at:  
<https://www.murraytomoyne.com.au>

### Reporting to

Ovarian Cancer Australia's CEO Jane Hill and Event Leader Joe Perry

### Duties

1. Work with the Event Leader and CEO to complete various tasks associated with the event, e.g. securing a bus and food items.
2. Contact various companies and source donated products.

### Skills required

1. Excellent phone manner and good written English.
2. Comfortable working autonomously.
3. Good selling and organisational skills.

### Timeframe and Scheduling

From mid/late January to March 2019, approximately one half day per week, hours are flexible.

### Worksite

Work from home possible

To apply, please send a cover letter detailing relevant experience to Colleen Martin,  
Volunteer Coordinator

[colleen.martin@ovariancancer.net.au](mailto:colleen.martin@ovariancancer.net.au)