



Regional Coordinator Position Description

118 Fencourt Road, Cambridge, New Zealand
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POSITION	Tokoroa Regional Coordinator
RESPONSIBLE TO	Founders and Programme & Relationship Coordinator
HOURS	This is a voluntary position (hours to be discussed)
POSITION OVERVIEW	<p>We are looking for Regional Coordinators to help expand and strengthen our support network across the Waikato region. This volunteer role is ideal for someone passionate about making a difference in the lives of children and their caregivers, with strong organisational and communication skills. The Tokoroa Regional Coordinator will act as a key point of contact in Tokoroa, helping to coordinate donations and delivery of care packs, liaise with caregivers, and promote our work in the community.</p>
KEY RESPONSIBILITIES	<ul style="list-style-type: none">• Act as a local representative of Kids in Need (KIN).• Coordinate the collection of donated goods within your designated region at a mutually agreed drop off location (not home address).• Coordinate the distribution of care packs within your designated region.• Build relationships with caregivers, social workers, schools, and other community organisations.• Support KIN with the organisation and hosting of events and coffee groups.• Provide updates and feedback to the central KIN team.
KEY ATTRIBUTES	<ul style="list-style-type: none">• Compassionate and community-minded.• Have a clear understanding of foster care/ whānau care in NZ and the support required.• Strong organisational and coordination skills.• Good communication and relationship-building abilities.• Ability to work independently while staying connected with the central KIN team.• A valid driver's license and access to a vehicle.• Willingness to undergo police vetting.• Ability to visit KIN HQ for in-person training and Regional Coordinator meetings twice a year.