



## The Harry Potter Alliance - Open Staff Positions

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*Project Leaders do a number of things, but the key responsibility is making sure that whatever project (or projects) they are working on at the time stays on track. This could involve several things, depending upon how large the project is. Usually it means working with our Managing Editor, Dinah, who oversees the blog, to schedule blog posts (and possibly write them). Almost all of our projects get a post or two on the blog. Being a project leader also means making sure whatever needs to get done gets done. If a special forum section needs to be created for a project, the Leader will create the threads to populate the forum. If the project is going to get a podcast segment featuring it, the leader makes sure that everyone is on the same page in recording the segment. Project Leaders are the foundations of the HP Alliance. We look for two key qualities in all of our project leaders: the ability to take initiative, and the ability to follow through. Please note: many of these projects can have more than one coordinator! If you are interested in working with a partner, please let us know!*

### How To Apply:

- Send an email to our Staff Coordinator, Kate, at [kate@thehpalliance.org](mailto:kate@thehpalliance.org) with the position to which you are applying the **SUBJECT line**. Please include a valid email address, a little bit about yourself and why you are interested in that position.
- Please include all relevant experience or links to relative sites showing examples of your work and whatever clips, resumes, examples, etc., you would like to send. **Document Attachments should be sent in .pdf or .doc format only.**
- Basic requirements to be a Staffer: Frequent access to the internet is the only requirement for HPA Staffers. The HPA is a completely online organization, so if you do not have regular and reliable internet access, you can volunteer to help with other aspects of the HPA. Check out Chapters, or email [kate@thehpalliance.org](mailto:kate@thehpalliance.org) for more info. All positions are on a volunteer basis.
- Please be patient if you do not receive a response right away. We did receive your application, but due to the volume of emails it may be a couple of weeks before we contact you.

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#### **Media Reform Coordinator**

Media Reform is an ongoing campaign for the HP Alliance. We are looking for people to help us continue pursuing this issue. This campaign is already well established in the HPA; the coordinator would help us expand ways to promote this issue.

#### **Environmental Issues Coordinator**

The HPA would like to expand its efforts into the arena of environmental issues. We are seeking Project Leaders to help use brainstorm ideas, and direct our efforts in this area.



### **Rwandan Remembrance Coordinator**

The HPA plans to participate in an upcoming event to mark the fifteen-year anniversary of the genocide in Rwanda. The Coordinator would help us communicate with partner organizations in promoting education and remembrance.

### **Equal Rights Coordinator**

We are currently seeking people who are interested in coordinating our efforts in promoting Equal Rights, particularly LGBT rights.

### **Magical Acts of Kindness Coordinator**

We are looking for someone (or multiple *someones*) to coordinate our MAK campaign. This will include posting in the blog, fostering discussion in the forums, and finding new ways to get people interested in small, everyday things they can do to bring the magic to the muggle world.

### **LeakyCon Coordinator**

This May, the Leaky Cauldron is hosting a Harry Potter Conference in Boston! Half of the proceeds will be donated to the HPA. We need someone to help us organize (and brainstorm) programming that the HPA can offer at this conference. Find out more about LeakyCon here: <http://www.leakycon.com/>

### **Harry Potter Alliance University Coordinator**

This summer, the HPA will be premiering its newest project: The HPA-U! The HPA-U will feature online classes about social activism and the Harry Potter phenomenon. We are looking for people to help us create and direct this exciting new project!

### **Contests Runner**

We are looking for someone to run various contests on the HPA website such as Design a Flier Contest. The project leader would have to write up contest rules, guidelines, judging criteria, keep track of entries, set deadlines for judging, contact finalists, etc. This is considered a "small" project.

*These are just a few of the more recent projects sponsored by the HPA throughout the year, many smaller (and larger) projects come up, so if you do not see a particular project that sparks your interest, that's okay! We encourage anyone who has the ambition and qualifications to be a project leader to apply! New projects are proposed every week, and undoubtedly we can find something to suit your interest and skills. **Moreover, we want to hear YOUR ideas for projects. If you are passionate or inspired by a particular idea or issue, and you think the HPA should be working on it, we want to know!** As a project leader, you contribute your voice and your ideas to the HPA, so if you have an idea for a particular project, please email me!*