

JOB TITLE	Public Engagement and Learning Manager
DATE	February 2019
REPORTS TO	Executive Director
SUPERVISOR OF	Education and Outreach Coordinator

THE COMPANY

OUR MISSION

Through the universal language of dance we enrich lives. With bold creative collaborations, adventurous storytelling and ambition, we enable a reimagining of our world.

OUR VISION

Regionally Proud, Nationally Respected, Internationally Desired.

OUR VALUES

- People
- Fearless creativity
- Diversity and inclusion
- Reciprocal collaboration
- Commitment and passion
- Authenticity and excellence
- Counter urban vitality

As a major champion of the arts in regional North Queensland, Dancenorth balances a dynamic regional presence with a commitment to creating compelling contemporary dance that tours the globe. Led by Artistic Director, Kyle Page (2017 Sidney Myer Creative Fellow), and Associate Artistic Director Amber Haines, Dancenorth is an integral part of the Australian dance ecology making a significant contribution to the dance sector and building literacy around contemporary dance nationally.

Dancenorth is fast becoming one of Australia's leading contemporary Dance Companies having presented work under Kyle Page's Artistic Direction (since 2015) in over 35 International Arts Festivals and venues around Australia and the world. As a model for making outstanding art in a regional community, Dancenorth has received several accolades including the prestigious 2017 Sidney Myer Performing Arts Group Award, Australian Dance Award (Best Community Dance Award), Greenroom Award (Best Ensemble If_Was_), two Helpmann awards for the MFI Commissioned work Attractor (Best Dance Production and Best Choreography in a Ballet, Dance or Physical Theatre Production) and a Greenroom award for Composition / Sound Design for Attractor, along with numerous other nominations.

Dancenorth empowers and supports artists by providing a creative hub for many artistic voices including a diverse range of choreographers, guest collaborators, artists in residence and dancers. Alongside the professional ensemble and touring productions sits an equally vital pillar of focus, the Enrichment projects and programs. Dancenorth works with diverse and minority communities across Queensland using dance to support, enhance, inspire and heal - bringing communities together. With an aim of breaking down the perceived hierarchy within the arts and enriching the experience of

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dance for all, Dancenorth's future direction is to bring all its streams of activity (across the spectrum of professional and community practice) into a horizontal axis where by each activity can significantly influence others.

PURPOSE OF ROLE

The new role of Public Engagement and Learning Manager is responsible for producing, presenting and managing, to the highest artistic, technical and financial standards, Dancenorth's Community Enrichment projects and programs.

At a period of exciting growth for Dancenorth, the Public Engagement and Learning Manager will, collaboratively with the Artistic Director and Executive Director, strategically develop the direction of the Community Enrichment projects and programs, contribute to a business plan and evaluate the impact of programs.

To be successful in this role, the applicant must have extensive experience in arts education and community arts and cultural development.

KEY FUNCTIONS OF POSITION

1. In consultation with the Artistic Director and Executive Director, produce to the highest possible standard, learning and community projects, resources, and events that vary in scale, presentation mode and level of complexity that align with Dancenorth's strategic objectives, vision and mission.
2. Collaborate with creative, community and learning partners to develop a comprehensive achievable program that communicates Dancenorth's artistic practice, raises skill level and increases the understanding and appreciation of the power of dance to support, enhance, inspire and heal.
3. Initiate and influence stakeholder relationships with external creative, industry, community, learning and funding partners with the intention of developing ways for Dancenorth to contribute to broader social impact across the state.
4. Identify and deliver projects and programs that engage schools and teachers including professional development opportunities for teachers and student engagement projects.
5. Create and distribute digital learning resources for teachers, students, and the broader community.
6. Recruit, train and manage a small team of Teaching Artists. Devise and deliver inclusive dance workshop content for a range of diverse participants for selected projects that connects to Dancenorth's creative processes.
7. Evaluate the impact of current and potential new programs in terms of community capacity and outcomes, skill development, artistic alignment and contribution to the core business of the Company.
8. Prepare, monitor, and report against project budgets.
9. Identify and pursue financial and other resources to support and enhance the delivery of projects and programs. Maintain a good working knowledge of available government and philanthropic trust and foundation grants.
10. Collaborate with all Dancenorth departments to communicate effectively with key stakeholders and to ensure the successful delivery of projects and events.

11. Manage production requirements and logistical matters relating to Community and Enrichment projects and programs.
12. To be the face of Dancenorth at national and international industry forums, conferences and functions and contribute to the sector through writing and speaking at these events.
13. Cultivating, and building upon existing relationships beneficial to Community and Enrichment projects and programs, both locally and nationally.
14. Manage the Education and Outreach Coordinator.
15. Identify funding for the Community and Enrichment projects and programs through grant applications, and manage these applications from instigation through to acquittal.

MINIMUM QUALIFICATIONS / REQUIREMENTS

- Tertiary qualification in a performing arts and/or education related discipline, or equivalent industry experience.
- Minimum 3 years' experience in arts education
- Excellent written and oral communication skills
- Community cultural development experience

ABILITIES AND SKILLS	KNOWLEDGE
Highly developed oral and written communication skills and the ability to liaise effectively at all levels within and external to Dancenorth.	Knowledge and understanding of the broader performing arts ecology in Australia.
Ability to recruit and lead a small team of Teaching Artists, and the Community and Outreach Coordinator.	Detailed knowledge of arts education, in particular dance education and teaching artistry.
Self-motivated and enthusiastic with the ability to lead and supervise a number of projects simultaneously and organise and prioritise multiple complex tasks.	Working knowledge of state and national funding agencies and funding opportunities.
Ability to develop, manage and coordinate a balanced program of learning and community programs, projects, and digital content.	A broad network of teachers and performing arts professionals and the ability to develop relationships in support of Dancenorth's program.
Ability to understand and communicate creative processes and artistic concepts to a broad range of audience and participants.	Knowledge and understanding of best practice in community art and cultural development.
Ability to prepare, manage and monitor budgets.	Strong knowledge of the requirements and budgeting of contemporary dance practice.
Ability to conduct research on current educational trends and speak at, or write for, international conferences and forums.	Strong written and oral skills

Ability to successfully advocate on behalf of the performing arts and arts education, particularly dance education.	Track record of advocacy
Excellent written language skills, particularly in the field of grant application.	

DESIRABLE QUALIFICATIONS/ REQUIREMENTS

- Current Driver's License
- Willingness to travel
- Willingness to work outside traditional working hours

SELECTION CRITERIA

1. Relevant professional or tertiary qualification in the performing arts, arts management, arts education (in particular dance) and/or equivalent industry experience.
2. Well-developed interpersonal skills with the demonstrated ability to communicate and negotiate effectively with a broad range of people and successfully negotiate issues of a complex and sensitive nature.
3. Experience in delivering impactful cultural development programs and initiatives in partnership with the local community, and national dance community. Understanding of the principles and practices of community cultural development as well as the ability to implement those principles.
4. Demonstrated ability to be highly organised, manage workloads, set priorities, work independently and under pressure in a multi-task environment and complete tasks within specified timeframes.
5. Excellent leadership capability and demonstrated ability to effectively manage and lead a small team and to work effectively with senior management and artists.
6. Demonstrated ability to prepare, negotiate and manage budgets and contracts, and writing and acquitting grants and other funding.
7. Demonstrated experience in strategically reviewing, developing and implementing programs and evaluating impact.
8. Proven ability to work at both a strategic and operational level.
9. Understanding of the principles and practices of community cultural development as well as the ability to implement those principles.
10. Demonstrated knowledge of theatre making processes, arts engagement and cultural practices including assessing and mitigating risk
11. Demonstrated ability and build a strong local and national network in the performing arts, particularly in dance.

TERMS & CONDITIONS

Salary	~ \$75,000 per annum + 9.5% superannuation contribution
Entitlements	Standard, as per statutory requirements
Position Type	1.0 EFT
Duration	Fixed Term, 24 month contract from commencement
Location	Dancenorth School of Arts Building, Cnr Stanley and Walker Streets Townsville, Queensland

Work out of office hours and on weekends will be required in this role.

Dancenorth is an equal opportunity employer.

This job description serves to illustrate the scope and responsibilities of the position and is not intended to be an exhaustive list of duties. You will be expected to perform other job related tasks requested by management and as necessitated by the development of this role and the development of the business.

TO APPLY

Applications close Monday, 25 March at midnight. Late applications may not be accepted.
Applicants must be available for interviews in the first three weeks of April, 2019.
Interviews will be held at Dancenorth office in Townsville; we can also conduct interviews teleconferencing if required.

Applications will ONLY be accepted via email, sent to companymanager@dancenorth.com.au
Please mark the subject line "Confidential Application – Public Engagement and Learning Manager", and include your name and the position in your attached documents.

Applications must include, in one PDF document:

- A short cover letter outlining why you'd like to work with Dancenorth
- A two-page document (maximum) telling us about how your experience responds to the Selection Criteria above
- A CV that includes contact details for 2 current referees

Please note that incomplete applications will not be considered.

Enquiries about the position can be directed to Eloise Grace, Company Manager on (07) 4772 2549 or companymanager@dancenorth.com.au