

POSITION DESCRIPTION

New Roebourne Community Producer September 2021

Primary location	Roebourne, Pilbara, WA
Reporting to	New Roebourne Producer, Creative Directors
Working with	Big hART staff, artists, contractors and stakeholders
Position Type	5 days per week (some weekends) 10-month contract with a three-month probation period, and option for ongoing
Salary details	\$75,000 - \$77,000 range commensurate with qualifications and experience, plus superannuation. Relocation remuneration and housing provided by Big hART.
How to apply	Applicants must follow the Application Process outlined below. Aboriginal and Torres Strait Islanders Australians and international First Nations applicants are strongly encouraged to apply.

Big hART is offering an exciting opportunity to work with Australia's leading arts and social change organisation, as a team member of *New Roebourne*, an innovative and evolving project in the unique Pilbara region. We are seeking a highly skilled Community Producer to be based in Roebourne W.A., whose work will focus on intergenerational programs with senior women and young women. This producer will oversee the successful delivery of workshops and programs, fostering creative opportunities for women to participate. This creative role requires someone with strong values, exceptional interpersonal and planning skills, a passion for social change, and a background in community cultural development and the arts.

ABOUT US

Big hART is Australia's leading arts and social change organisation, telling Australia's most invisible stories. Started in North West Tasmania 29 years ago, Big hART has now worked with over 52 communities in regional, remote and urban Australia to great acclaim winning over 45 awards across the arts, government and corporate sectors.

We Make Art - Authentic, high-quality art made with communities.

We Build Community - Everyone, everywhere has the right to thrive

We Drive Change - positive, generational change begins as a cultural shift

Big hART began working in Roebourne (Ieramugadu), in the Pilbara region of Western Australia in 2010, at the invitation of the Roebourne community.

After delivering the much loved *Yijala Yala* project, the creation of legacy project *New Roebourne* is built on this successful community collaboration and comprises a suite of workshops, concerts, video, digital art and music programs delivered simultaneously to build community skills, resilience and pride. Big hART continues to gain guidance in cultural safety of the workers, and the project and is dependent on our ongoing dialogue with Elders in the community and strong partnerships with local Aboriginal organisations. Big hART has welcomed two senior Ngarluma and Yindjirbarndi people onto our board, who offer cultural guidance and will form a point of reference for the employment process and cultural inductions for all new staff working in Roebourne.

Big hART acknowledges the Traditional Owners of the lands in which we work. We pay respect to Elders past, present and emerging. Always was, always will be Aboriginal Land.

KEY AREAS OF RESPONSIBILITY

Community:

- Support the engagement of young women and senior women in the community, in response to creative and delivery requirements of the New Roebourne programs
- Support the management of community and program data
- Support the development and maintenance of local community partnerships
- Support the mentorship and work practice of New Roebourne trainee positions

Workshops, events and on country trip program:

- Support the delivery of the workshop and events program through direct mentorship, facilitation, and cohort engagement
- Drive the delivery of women's trips on country, in response to creative and delivery requirements of the program
- Support the mentorship and briefing of visiting artists delivering on the program

Program administration and funding support:

- Support ongoing funding acquittals and reporting
- Assist with budgeting and other program administration where required
- Liaise with Big hART publicist to manage the New Roebourne project media needs
- Maintain systems of reporting and evaluation

DESIRABLE SKILLS, ASSETS AND EXPERIENCE

A highly skilled Community Producer, with a passion for social change and art, who understands the subtlety required for community development through intercultural activity, and creating opportunities for women participants. The role requires the following skills and experience base:

- High-level written and verbal communication skills
- Demonstrated awareness of cultural sensitivity and experience working in an intercultural context
- Experienced background in community arts, community development, NFP sector and/or other types of community work
- Demonstrated understanding of community consultation and delivery of projects and special events, particularly related to remote, regional and First Nations communities
- Ability to set priorities and work under pressure
- Demonstrated capacity to use initiative, resourcefulness and the ability to think creatively about complex challenges
- Collaborative, flexible, pro-active personality
- Current Working with Children check and valid driver's license

TIMEFRAME

Initial period: Immediate start for a minimum 10 month contract, based in Roebourne WA, with potential to extend.

APPLICATION PROCESS

Please send your application consisting of a covering letter that includes the following points:

1. Your passion and experience in arts / social change projects
2. Your interest / experience in programs for First Nations women
3. A similar project or outcome that you are proud of, and why.

A brief up-to-date CV, and the names and contact details of three professional referees - emailed as a single PDF to Sam Hawker (National Producer) - sam@bighart.org by Monday 4 October, 202.