

## POSITION DESCRIPTION

### New Roebourne

### Digital Lab and Programs Producer

August 2022

Primary location	Ieramugadu (Roebourne), Western Australia
Reporting to	New Roebourne Creative Producer, Big hART National Creative Director, Big hART National Creative Producer
Working with	Roebourne community, Big hART staff, NEO-Learning Creative Producer, artists, and stakeholders
Position Type	5 days per week, full time position with some weekends
Salary details	\$75,000 - \$77,000 range commensurate with qualifications and experience, plus 10.5% superannuation. Relocation remuneration and housing in Roebourne 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 producer to be based in Roebourne W.A. and oversee the successful design and delivery of programs out of the Ieramugadu Digital Lab, in close collaboration with our NEO-Learning project. This creative and technical role requires someone with strong values, exceptional interpersonal and planning skills, a background in digital arts or content production, a passion for social change, and experience in community and cultural development projects.

## ABOUT US

Big hART is Australia's leading arts and social change organisation, telling Australia's most invisible stories. Started in North West Tasmania 30 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. Critical to the mission of *New Roebourne* is the delivery high level artistic products built to tour nationally, promoting positive regard for the community, as well as the delivery of programs running from a purpose built Digital Lab offering opportunities for digital inclusion and skills. *New Roebourne* is closely tied to Big hART's *NEO-Learning* platform – a legacy for the community, which expertly packages creative content made in Roebourne for education use, delivered to schools nationwide.

Big hART continues to gain guidance in the cultural safety of our 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 three senior Ngarluma and Yindjirbarndi people onto our staff and 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**

### ***Digital Lab and Programs Producer***

#### *Community and Participants*

- Lead the management of the Ieramugadu Digital Lab as a significant piece of community infrastructure
- Support community members, particularly young people, to participate in digital skills mentorship
- Lead / support the development and maintenance of local community partnerships
- Support community engagement, in response to creative and delivery requirements of the *New Roebourne* programs
- Support the mentorship and work practice of local trainee positions

#### *Program*

- Lead the scheduling and integration of multiple *New Roebourne* initiatives into a cohesive program of workshops, events and on country trips

- Work closely with the *NEO-Learning* project to fulfil education content outcomes through the Digital Lab program
- Directly support the design and delivery of the program through skills mentorship, facilitation, and cohort engagement

#### *Artists and Creative*

- Support the delivery of Big hART's creative direction throughout the program and outputs
- Support the induction of artists into the project, and creative briefing processes
- Ensure the mentorship of visiting artists and subsequent digital outcomes are strong for the Roebourne community

#### *Program Administration + Logistics*

- Support systems of reporting, documentation and evaluation
- Support the cultivation and applications for funding opportunities
- Maintain storage system for content filing and backups
- Support the compilation of media and communications content
- Support local asset management (eg cars and storage)

### **DESIRABLE SKILLS, ASSETS AND EXPERIENCE**

A highly skilled producer, with a passion for social change and art, who understands the subtlety required for community development through intercultural activity, and can foster opportunities for the community to thrive. 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 arts or digital content producing, community development, NFP sector and/or other types of community work
- Creative experience and skills in digital platforms and practices
- Ability to plan, schedule and design programs in collaboration with team members
- 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 that can remain agile in changing conditions
- Current Working with Children check and valid (manual) driver's license

#### **Timeframe**

Initial period: Immediate start for a minimum 18 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 people
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](mailto:sam@bighart.org)

Applications to be submitted by: Friday 26 August, 2022