

STUDIO MANAGER, WILURARRA CREATIVE WARBURTON COMMUNITY WA

The Employer: Warburton Community Inc

The Position: Wilurarra Creative Studio Manager

Term: Full Time, ongoing, subject to funding and performance.

Commencement date: Early 2020

Remuneration and benefits

- Salary \$66,000 pa + \$4333.00 pa remote area allowance, paid fortnightly. Plus compulsory noncontributory superannuation (9.5%).
- **8 weeks paid leave per year** (4 weeks annual leave; plus one week of remote leave pa; plus Additional leave of 5 days every 3 months, for Ngaanyatjarra Lands employees only – in lieu of overtime and not accruable without prior permission of supervisor)
- Furnished accommodation provided (including power and water).

Hours: 38 hours per week, Monday to Friday, occasional evening and out of hours work will be required.

Performance review:

First review after three months

Second review after six months

Annual review thereafter.

Probationary Period of 6 Months from commencement of employment

Termination notice required 20 working days by either party

ABOUT WILURARRA CREATIVE

Wilurarra Creative builds strong communities and opportunities through arts-based training, skills-exchange and creative practice, contributing to the evolving contemporary expression of Ngaanyatjarra culture. Wilurarra is the primary resource through which 16-30 year old Ngaanyatjarra people living in their lands can explore and express the evolution of Ngaanyatjarra culture in the context of contemporary Australia.

Wilurarra Creative is a project of Warburton Community, Western Australia. It began 15 years ago as Warburton Youth Arts, arising from a need for young people to access technology, facilities and training in contemporary arts practice that was not otherwise available in the community. Wilurarra was built by the community for the younger members of the community and is considered a vital component of the cultural life of Warburton.

Wilurarra Creative is a successful cross-cultural, arts-based community development project that has become a model for best practice Community Arts and Cultural Development (CACD) through:

- Co-creation of all projects with Ngaanyatjarra people.
- Creative engagement to effect meaningful change in the lives and communities of its participants.

- Partnerships with exceptional professional arts workers
- Flexibility in program delivery to adapt to the skills and interests of participants and respect the local community and cultural commitments of participants.

Our art studios are community hubs and incubators providing ongoing programs and services that do not exist elsewhere on the Ngaanyatjarra Lands including:

- Music composing, rehearsal and recording studios
- Access to a variety of musical instruments
- Computer and internet access
- Equipment for digital photography, video, graphic design and editing
- Digital archives and file storage
- Screen printing facilities
- Tools for metalwork and sculpture
- Equipment and facilities for hairdressing and styling and fashion performance projects
- Wilurarra Mangka (hair) Salon: A multipurpose studio space, utilised for social change hairdressing salon, visual arts, photography and performing arts projects.

These facilities represent the only local access to postschool education and the only program targeted at Ngaanyatjarra young adults (16–30 years old). Wilurarra Creative exists because Ngaanyatjarra people do not want to move from their lands but they do want to move with the times, and it is this age group who will most experience and direct that movement.

ABOUT THE LOCATION

Wilurarra Creative's very remote home is Warburton Community (Mirlirtjarra), WA. 97% of residents mainly speak Ngaanyatjarra. Warburton is the largest community and central service point for approximately 2,100 Ngaanyatjarra residents based in ten communities spanning an area larger than Victoria. Warburton is a 1,000km drive on predominantly unsealed roads from the nearest regional town. The region is notable for rich Ngaanyatjarra culture, a diverse, energetic art practice and stunning landscapes.

ABOUT THE ROLE

Under the supervision of the Wilurarra Creative Directors, the Studio Manager has responsibility for the day-to-day operations of Wilurarra Creative's studios, facilities and equipment.

The Studio Manager role will support self-directed learning by Ngaanyatjarra young adults, by providing regular, consistent access to tools, equipment and basic training.

Organisational Relationships

Wilurarra Creative is a project of Warburton Community Inc, and reports directly to Warburton's Community Development Advisor and the Community Board.

The Studio Manager reports to the Directors, Wilurarra Creative.

The Studio Manager works alongside Ngaanyatjarra cultural workers, visiting artists, musicians and other contractors delivering the Wilurarra Creative program.

Position Objectives

The overall objective of the Studio Manager position is to deliver day-to-day studio operations. This will include:

- Overseeing ongoing, consistent operations of Wilurarra Creative's studios

- Supporting Ngaanyatjarra cultural workers and participants
- Supporting the community to access and use the studio facilities and equipment
- Maintenance
- Program scheduling and logistics
- Administration

The Studio Manager will look after the primary Wilurarra Creative Studio; including music facilities and internet hub. The Studio Manager will ensure that the facility and equipment remains well maintained, clean and safely operated.

As part of a small team, this role will facilitate the delivery of ongoing programs and seasonal projects.

Responsibilities

Broadly, the responsibilities of this position are:

1. Facilitate the daily operation of the Wilurarra Creative Studios. Arrange logistics, promote activities, and support participants' use of the facility.
2. Build and develop respectful cross-cultural relationships with Ngaanyatjarra staff, participants and other community members.
3. Manage access and usage, and co-ordinate maintenance of the building and equipment.
4. Support cultural workers and external program delivery staff to ensure technical and production needs are met during the delivery of projects and activities.
5. Work with the Directors to build engagement, skills sharing and opportunities for creative practice.
6. Ongoing administration and reporting. Including maintaining project documentation (footage, photos, music etc) and seek permission for use where relevant.
7. Identify opportunities to promote the outcomes of Wilurarra Creative within the community, and beyond.

Personal Attributes

1. Ability to develop trust and effective working relationships.
2. Professional, flexible and positive and with a keen interest in experiencing remote Ngaanyatjarra community life.
3. Demonstrated capacity to work independently while maintaining collaborative team relationships and links with stakeholders.
4. Ability to work under pressure and to tight deadlines.
5. Well-developed time management, organisational and problem solving skills.
6. High level of integrity and discrete handling of confidential information – including culturally sensitive information.
7. Willingness to work cross-culturally with young adults and the broader community
8. Resilience and the ability to live and work in a complex environment
9. A genuine willingness to learn and take direction in developing a Ngaanyatjarra-specific community arts and cultural development framework.

Selection Criteria

Knowledge and Experience

1. Excellent self-care strategies, including the ability to identify and effectively manage stress.
2. The ability to consult and negotiate sensitively and effectively with diverse people and a commitment to working with communities in culturally appropriate ways.
3. Understanding of community arts and cultural development principles, particularly an understanding that Ngaanyatjarra young adults and their communities are at the center of all of Wilurarra Creative's work.
4. A willingness to learn and to adapt existing knowledge to a Ngaanyatjarra-specific context.
5. Experience working with communities and young people to achieve transformational social and community development (desirable).
6. Demonstrated ability to engage and communicate effectively with young people in both formal and informal settings.
7. Highly developed written and verbal communication skills across a wide range of areas.
8. Highly organised with strong administrative skills..
9. Demonstrated experience building and maintaining collaborative relationships.
10. Experience working with mentoring and training, especially with young Indigenous people or other unique communities (desirable)
11. Demonstrated knowledge and understanding of issues affecting First Nations people in a contemporary Australian context.

To do this role you will need to have:

1. Proficiency in using computers, including installing and maintaining equipment and software.
2. National Police Clearance (or ability to obtain one)
3. Current Manual driver's licence (HR or bus licence desirable)

Other types of highly desirable skills that could help you succeed in this role include:

- High level computer literacy and proficiency in digital production in one or more of the following areas: music, video, digital layout/design
- Experience and knowledge of all aspects of a working music recording studio
- Demonstrated experience in a similar position and/or Tertiary qualification in Social Sciences, Arts or Cultural Studies, Youth Studies or relevant field.
- 4WD experience
- Hairdressing/fashion/design/music production qualifications

For more info on Wilurarra Creative wilurarra.com and alanya.com.au

Please contact Wilurarra Creative Director Silvano for further information or queries 0474 000 429 or silvano@wilurarra.com