



TEN DAYS ON THE ISLAND



Title:	Artistic Director
Location:	Tasmania
Direct Report:	CEO
Employment Conditions:	Flexible, part-time contract for an initial period of 18 months from January 2018. The initial appointment is made with the mutual expectation of the renewal of the appointment upon terms to be agreed.
Remuneration:	Negotiable

ORGANISATION CONTEXT

Ten Days on the Island (TDOTI) is Tasmania's biennial state-wide international multi-arts festival which draws on Tasmania's distinctive culture. Since 2001, TDOTI has showcased works from the state's finest artists and arts companies and attracted the highest quality artists from around the world to a festival program of outstanding Tasmanian, Australian and international work.

A company limited by guarantee, TDOTI is governed by a Board of Directors chaired by Saul Eslake and supported by the Tasmanian Government through Arts Tasmania.

POSITION PURPOSE

The Artistic Director, in consultation with the Board and the CEO, is responsible for the planning, development and delivery of the TDOTI festival program, attracting broad and diverse attendances and delivering positive financial results.

REPORTING RELATIONSHIPS

The Artistic Director reports to the Board (through the CEO) on matters relating to the Festival's artistic program. For all other duties and responsibilities, the Artistic Director is accountable to the CEO, who has ultimate responsibility for the operation of the organisation and the production of the festival as a whole.

COMMUNICATIONS

The Artistic Director will work closely with the CEO and senior executives responsible for marketing, corporate partnerships, and operations and will engage as required with external stakeholders including artists and arts organisations, corporate partners, donors, community leaders and government.

ACCOUNTABILITIES

The Artistic Director is accountable for

- articulating the vision and direction for the festival,
- curating the festival program of arts and cultural events in line with TDOTI's strategy that will attract audiences,
- providing timely advice to ensure the development and distribution of marketing collateral, and
- delivering the program in line with Board approval and budget.

RESPONSIBILITIES

The Artistic Director is responsible for:

LEADERSHIP

- Acting as the public face and spokesperson for the artistic/festival program, promoting and advocating TDOTI at every opportunity and building the Festival identity and profile locally, nationally and internationally.
- Demonstrating best practice and inspiring the Festival team to achieve the TDOTI vision and objectives in developing and delivering the program.
- Encouraging and modelling a culture of respectful communication, mutual support, collaboration and high-performance.

MANAGEMENT

- At the conclusion of the Festival, completing a thorough evaluation of the artistic outcomes and processes of the Festival and providing recommendations for future planning and direction.
- Ensuring that all aspects of Festival operations are conducted with integrity and in compliance with all regulatory and legal requirements, demonstrating high regard for all stakeholders.

CREATIVE

- Developing an over-arching artistic framework and direction for the Festival, building on the key initiatives established in prior Festivals and aligned with the Business Plan.
- Following Board approval of the proposed vision and direction, developing the artistic program.
- In collaboration with the CEO, working with local, national and international artists, arts groups and arts companies to commission and contract performances, exhibitions, installations and related activity for the Festival program.
- Maintaining a dialogue with the Board during the development of the artistic program, including any new developments or significant changes.
- Developing networks of local, national and international artists, producers, arts organisations, program partners and stakeholders for reference and support, to open up new opportunities and to stimulate new program thinking and innovative partnerships and program funding.

PROGRAM

- Providing a clearly articulated artistic program rationale, outlining artistic priorities and related marketing, production and implementation issues.
- Managing the delivery of an outstanding artistic program for the Festival in line with the Business Plan.
- Engaging with, providing leadership to and managing guest curators and project managers.
- Building and leveraging cultural, community and corporate partnerships which enhance TDOTI's programs and exploring new ways of partnering and working with artists, groups, companies and the community to deliver program outcomes.

OPERATIONS

- Closely collaborating with the CEO and other relevant staff to ensure that all operational areas of the Festival are aligned with and effectively support the artistic program, processes and outcomes.
- Ensuring the highest level of specification, coordination and timely integration of all activities and tasks involved in the delivery of the Festival through the active use and involvement of all relevant staff in detailed project planning.

STRATEGY AND PLANNING

- In conjunction with the Board and CEO Producer, contributing to TDOTI' strategic planning as it relates to the artistic direction and program for festivals.

FINANCIAL

- In conjunction with the Board and CEO developing the Festival program budget.
- Working with the Board, CEO and Manager Partnerships and Engagement to secure financial and other support for Festival programs.
- In conjunction with the Board and CEO, making every possible effort to ensure compliance with the budget approved by the Board and any variations approved from time to time.
- Providing timely, thorough and accurate information on program budget expenditure to keep the Board fully informed of TDOTI's financial position as it relates to the Festival program budget.

STAKEHOLDER RELATIONS

- In conjunction with the Board and CEO, maintaining a high level of personal relationship and involvement with key contributors and continuing to build TDOTI's stakeholders, broadening and deepening engagement of artists, arts companies, audiences, and community with the Festival and its work.

MARKETING AND COMMUNICATIONS

- Working closely with the CEO and Marketing Manager to build the Festival brand, maintaining TDOTI's distinctive positioning and building the Festival identity and profile both locally and nationally.
- Contributing to the development and implementation of a highly effective marketing plan and activities.
- Ensuring wide community acceptance and recognition of the Festival.

RELATIONSHIP WITH BOARD

- Reporting regularly to the Chair and the Board of Directors, or to any representative nominated by the Chair from time to time, with respect to any significant issues arising regarding the artistic and Festival profile.
- Attending Board meetings and any Board committee meetings as requested.
- Providing the Board with all reports, information and advice necessary for them to carry out their governance function.

Selection Criteria

1. Demonstrated experience in developing the artistic vision and program for an international multi-arts festival.
2. Proven high level ability and extensive experience of developing relationships with local, national and international arts organisations and artists.
3. Established experience in developing artistic programs and projects which reflect the stories of people and place, with a regional and/or community focus, which attract broad and diverse audiences and deliver good financial results.
4. Excellent negotiation and communication skills in dealing with a wide spectrum of stakeholders, including Government, business, and community.
5. Proven experience of contributing to and working within budget.

Occupational Health and Safety and Employment Equity:

TDOTI is committed to high standards of performance in relation to WHS and is an Equal Employment Opportunity. All employees are expected to work to maintain safe working conditions and practices, and to uphold the principle of fair and equitable access to employment/promotion, personal development and training and the elimination of workplace harassment and discrimination.

Work Conditions

This position is part-time and based in Tasmania. The successful candidate will be required to spend time working in regional Tasmania, including at TDOTI's office in Burnie.

Normal office hours are 9am – 5pm but the work of the Artistic Director will include considerable work outside of business hours for which time in lieu may be granted.

Annual and Personal leave

Subject to the terms and conditions of the employment contract, the Employee will be entitled to

- holiday leave accrued at the rate of 4 weeks' annual leave for every 52 weeks worked (pro rata) and
- personal leave of 10 working days per annum (pro rata) which will accrue for the life of the contract but is not paid out on termination.

No leave loading will be paid.

Selection

Please send an application with a current CV (ideally not more than 3 pages) and a letter (ideally not more than 3 pages) outlining your expertise and experience, taking into consideration the selection criteria for, and responsibilities of, the position.

Jane Haley
Ten Days on the Island
GPO Box 1403
Hobart TAS 7001

Or email to:

jane.haley@tendays.org.au

The closing date for applications Monday 21 August 2017. It is expected that applications will be shortlisted by early September 2017 with interviews held in late September 2017.