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Position title	Lighting Technician
National Gallery level	NGA Level 4
Position number	7319
Employment type	Ongoing – Full-Time
Department	Facilities Management
Portfolio	Building Services and Infrastructure
Immediate supervisor	Senior Electrical Technician
Direct reports	Nil
Position location	National Gallery, Parkes, Kamberri/Canberra
Requirements	Australian Citizenship Police Check Current Driver's Licence Boom/EWP Licence or ability to obtain

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### **ABOUT THE GALLERY – ABOUT OUR TEAM**

The National Gallery is one of Australia's leading visual arts institutions. The National Gallery is based in Canberra and is a vital part of the Australian cultural landscape. Our Purpose is to collect, preserve, promote and share the national collection of art. The Vision of the National Gallery is to be the international reference point for art in Australia, inspiring all people to explore, experience and learn. Our Values are boldness, integrity, respect, and excellence.

### **WORKING AT THE GALLERY**

When you work at the National Gallery you will be exposed to some of the world's leading Australian and international art and artists. We are located in the parliamentary triangle on the waterfront and your lunchtimes can be spent in our beautiful sculpture garden or around Lake Burley Griffin.

We support flexible working practices, including working from home, and you will have access to low-cost, onsite car parking.

The National Gallery is committed to the health, safety and wellbeing of our people and we expect our people to always share this commitment and work safely.

We value the contribution that a diverse workforce brings and encourage people from a diverse background to apply. This might include identifying as First Nations peoples, people with a disability, culturally and linguistically diverse people and LGBTQIA+ people.

### **Position description – Lighting Technician (PN 7319)**

## **OVERVIEW OF THE ROLE**

The Lighting Technician reports to the Senior Electrical Technician and is responsible for maintaining and operating the Gallery's significant and unique lighting systems, and LED display light fittings with a specific focus on lighting for works of art on display. This position is an ongoing full-time role with Building Services team.

The Lighting Technician will receive an on-call allowance and is required to participate in a rotating on call roster, during this time they must be contactable and available to work outside normal working hours. This position is part of the Facilities Management Department and reports to the Building Services Manager.

The primary focus of the building services team is the creation and maintenance of a healthy and safe environment for visitors and employees and also for maintaining strict environmental conditions (temperature and relative humidity) for the display and storage of the national collection of works of art.

The Capital Works Taskforce is led by the Assistant Director who has responsibility for the Building Services and Infrastructure Portfolio overseeing:

- Work Health and Safety compliance for construction related activities,
- Strategic Asset Management Planning,
- Significant Projects,
- Capital Works,
- Facility Management, and
- Security Services.

The Building Services and Infrastructure Portfolio is committed to meeting the Gallery's commitments to the:

- Gender Equity Action Plan
- Reconciliation Action Plan
- Disability Inclusion Action Plan, and
- Environmental Sustainability Action Plan for which the division is the Gallery lead.

## **OUR IDEAL CANDIDATE – SELECTION CRITERIA**

Our ideal candidate should have experience and attention to detail necessary to deliver high quality display lighting services within a Gallery or Museum environment. To be successful in this role, you require operation, programming and troubleshooting experience and knowledge of Casambi and Dynalight lighting controls.

A strong understanding of WHS principles and practices, and an ability to work with contractors, staff and stakeholders to ensure the safe, timely and quality management of the National Gallery's soft and hard facility management areas.

You will work in a responsive and collaborative manner, with a small team and with external contractors to ensure requirements for the Gallery meet or exceed expectations. You will require a commitment to customer service principles and practices with developed written and verbal communication skills, with the ability to liaise and negotiate effectively with a range of stakeholders.

## **THE KEY DUTIES OF THE POSITION - WHAT WILL YOU DO?**

In accordance with APS 4 work level standards and reporting to the Senior Electrical Technician and you will:

- In collaboration with curatorial, design, conservation and exhibition staff, ensure display lighting and related services are to the highest possible standards, maintained and operational including:
  - Checking lighting systems operation and maintenance
  - Checking lighting infrastructure installation and maintenance
  - Supervision of contractors

- Provide support into the development of work programs to ensure that labour, materials and drawings are available for programs to progress to completion within agreed budget and timetables.
- Develop skills necessary to program, operate and maintain the Gallery's lighting control systems, fittings and fixtures.
- Develop, coordinate and implement maintenance programs and ensure that documentation (including drawings and manuals) for the lighting systems are maintained.
- Undertake other duties in line with Gallery-wide requirements and work priorities.

*Note: Some **out of hours** work will be required to be performed in this role.*

## **WHO ARE WE LOOKING FOR?**

To be successful in this role you will need to demonstrate the following, you will:

- Ideally you have experience and a passion for leaning lighting systems.
- Some knowledge of the lighting control systems and LED display light fittings.
- Experience operating within a Gallery, Museum or similar environment, would be an advantage.
- An interest in Electrical power systems and infrastructure.
- Be organised and demonstrate an ability to manage work as a member of a small team with limited supervision to achieve department and corporate goals.
- Well-developed communication skills including the ability to provide written reports and to liaise, communicate and work effectively and cooperatively with a broad range of Gallery staff and contractors.
- Strong personal drive and sense of integrity, including professionalism, flexibility, resilience, and self-awareness demonstrated through the exercise of sound judgement, discretion and problem-solving abilities coupled with capacity to manage competing priorities.
- Ability to apply the principles of workplace diversity.

## **ELIGIBILITY:**

**Citizenship** - To be eligible for employment with the Gallery, you must be an Australian citizen.

**Police Check:** to be eligible for this role you must complete a police check.

## **ADDITIONAL INFORMATION - Qualifications, Certifications and Registrations**

Role specific mandatory qualifications certification and/or registrations include:

- A current Driver's licence, Boom/EWP licence and experience, Electrical licence or ability to obtain, experience with Building Management Systems (BMS)

## **HOW TO APPLY**

To apply for this role please forward your **CV, statement and personal particulars form** to [recruitment@nga.gov.au](mailto:recruitment@nga.gov.au).

You should provide a tailored CV (**maximum of three pages**) along with a **statement** of no more than **two pages** that outlines your skills, capabilities and experience, against the 'Our ideal candidate' information above.

In your statement response you should keep in mind the capabilities and behaviours required to be successful for this role, as identified in the 'Who are we looking for?' section. Try not to duplicate information that can be found in your CV but do highlight any specific examples or achievements that demonstrate your ability to perform the role.

As part of your application process, we ask that you also complete the personal particulars form as well.

An order of merit may be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only. If you do not wish to be added to an order of merit, please notify us in your application.

### **WORK, HEALTH & SAFETY OBLIGATIONS**

The National Gallery is committed to the health, safety and wellbeing of our people and we expect our people to share this commitment and work safely at all times.

This role is required to ensure that they meet duty of care obligations as required under WHS legislation. This is achieved by:

- being accountable and taking ownership of health and safety matters within their control or ability to promote a culture of health and safety within the National Gallery
- working with colleagues to enhance health and safety and ensure that it becomes a part of everyday National Gallery business.
- completing health and safety reporting in an accurate and timely manner.

### **CONTACT**

Further information about the position may be obtained by contacting Taron Scholte on +61 2 6240 6735 or [taron.scholte@nga.gov.au](mailto:taron.scholte@nga.gov.au).