



Education Manager

NGA Level Executive level 1

Position Number 6003

\$ 101,121 – \$115,385 per annum

Full-time – Ongoing

THE POSITION

The Education Manager leads the National Gallery’s creative learning programs for students and teachers across Australia, encompassing early learning, primary, secondary, and tertiary programs and teacher professional learning. As part of the National Gallery’s commitment to engaging learning audiences across the country with the National Collection, learning programs are delivered onsite, online and offsite supporting national engagement and touring exhibitions.

The Education Manager, together with the Assistant Director of Learning and Digital and the Head of National Learning, drives the Gallery’s creative learning pedagogy, practice, evaluation and research for student and teacher engagement, extending reach and impact.

Working with the First Nations Lead Artist Educator and First Nations Learning Facilitator, and in consultation with colleagues in the Gallery’s First Nations Engagement team, the Education Manager promotes learning programs and resources that elevate the voices of First Nations artists and build knowledge and understanding of First Nations arts practice, cultures and perspectives.

In 2022, the National Gallery will launch a National Digital Learning Program, engaging students and teachers across the country with the National Collection through innovative digital learning programs and resources. The Education Manager will work closely with the Digital Learning Manager in the ongoing development of this program.

The Education Manager also leads the delivery of the National Visual Art Education Conference, Australia’s only national conference for visual art educators.

This position of Education Manager is an ongoing fulltime role within our Learning and Digital Portfolio.

HOW TO APPLY

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 ‘Overview of the role’ and ‘Our ideal candidate’ information.

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.

Further, 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.

CONTACT

Further information about the position may be obtained by contacting Georgia Close, Head of National Learning on +61 6240 6560 or Georgia.close@nga.gov.au. The Recruitment Officer may also be contacted on +61 6240 6495.

CLOSING DATE

Applications **close at midnight on Thursday, 17 March 2022** and should be emailed to recruitment@nga.gov.au.



Position title	Education Manager
Position number	6003
National Gallery level	NGA Executive level 1
Employment type	Full-time – Ongoing
Department	Learning
Portfolio	Learning and Digital
Immediate supervisor	Head of National Learning
Direct reports	Bookings Officer Lead Artist Educators (part-time) Artist Educators (casual) Learning Facilitators (casual)
Position location	National Gallery, Parkes, Kamberri/Canberra
Requirements	Australian Citizenship Police Check Identified position ACT Working with Vulnerable People Card (or be obtained)

ABOUT THE GALLERY

The National Gallery is one of Australia's leading visual arts institutions. The 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 inspire creativity, inclusivity, engagement and learning through artists and art. Our Mission is to lead a progressive national cultural agenda by championing art and its value in our lives. Our Values include excellence, creativity, courage, respect, and accountability.

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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 share this commitment and work safely at all times.

We value the contribution that a diverse workforce brings, and applications are encouraged from First Nations people, people with a disability, culturally and linguistically diverse people and LGBTQIA+ people.

OVERVIEW OF THE ROLE

The Education Manager leads the National Gallery's creative learning programs for students and teachers across Australia, encompassing early learning, primary, secondary, and tertiary programs and teacher professional learning. As part of the National Gallery's commitment to engaging learning audiences across the country with the National Collection, learning programs are delivered onsite, online and offsite supporting national engagement and touring exhibitions.

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OUR IDEAL CANDIDATE

Our ideal candidate is passionate about engaging students and teachers with art and artists through artist-led learning experiences with a strong knowledge and understanding of the national curriculum and how the curriculum is applied in jurisdictions across the country. You are experienced in the development of best-practice creative learning projects that:

- promote First Nations voices and perspectives
- spark curiosity and creativity
- are informed by inquiry-learning principles and creative learning pedagogy.

You will have demonstrated skills and experience to extend the reach and impact of learning programs, having engaged new audiences through your commitment to diversity, equity and inclusion.

You have excellent leadership and collaboration skills with strong communication skills. You have proven experience in successful project management with strong attention to detail and a commitment to meeting project timelines.

You understand and have an awareness of evaluation processes with a commitment to reflective practice. You have demonstrated experience in supporting and implementing change management processes.

You will have Tertiary qualifications in visual art/art history and education or relevant experience leading learning programs in an arts organisation.

WHAT WILL YOU DO

In accordance with the APS Executive level 1 work level standards, and reporting to the Head of National Learning, you will have the following key responsibilities:

- Lead the development and delivery of the National Gallery's learning program for students and teachers, onsite, online and in support of our touring exhibition program.
- Drive the National Gallery's creative learning pedagogy and practice.
- Lead a team of part-time Artist Educators, casual Artist Educators and Learning Facilitators.
- In collaboration with the First Nations Artist Educator, First Nations Learning Facilitator, and First Nations Engagement team, you will prioritise and elevate First Nations artists and arts practices through learning programs and resources.
- Drive the development of the National Gallery's National Digital Learning Program to ensure students and teachers across the country are able to access and engage with their national art collection.
- Oversee the day-to-day operations of the National Gallery's learning program, including bookings processes, marketing and audience development, risk management and budgets.
- Lead evaluation and research that contributes to deeper understandings about the impact and effectiveness of learning programs.
- Build and maintain strong working relationships with external stakeholders and education networks nationally.
- Lead the delivery of the National Visual Art Education Conference (biennial).

WHO ARE WE LOOKING FOR

To be successful in this role you will need to demonstrate, or have the ability to develop the following

You will:

- **Inspire a sense of purpose and direction** by providing direction to others regarding the purpose and importance of their work. You will illustrate the relationship between operational tasks and organisational goals. You set work tasks that align with strategic objectives and communicate expected outcomes
- **Be strategically focused** by understanding the National Gallery's objectives and aligning your operational requirements accordingly. You consider the ramifications of issues and longer-term impact of own work and work area.
- **Ensure closure and deliver on intended results** by seeing projects through to completion. Monitor project progress and adjust plans as required. You are committed to achieving quality outcomes.
- **Nurture internal and external relationships** by building and sustaining relationships and networks with key stakeholders. You will be proactive in your work and be responsive to internal and external client needs.
- **Demonstrate public service professionalism** by adopting a principled approach and adhere to the National Gallery's values and code of conduct in all that you do. You are professional and impartial and operate within the boundaries of National Gallery's processes and legal obligations.

HOW TO APPLY

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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.

Further, 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.

Qualifications, Certifications and Registrations

- Australian Citizenship
- Police check
- Identified Position
- Working with Vulnerable People Card (or the ability to obtain)
- Tertiary qualifications in visual art/art history and education or relevant experience leading learning programs in arts organisations is essential.

Contact

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Note: In line with National Gallery recruitment practices, you must hold Australian Citizenship and satisfy a police check. The requirement to hold Australian Citizenship may be waived under exceptional circumstances.