



Senior Exhibitions Designer
NGA Level 6
Position Number 8014
\$80,162—\$92,658 per annum
Non-ongoing – Full-time

THE POSITION

The National Gallery is seeking an experienced Senior Exhibition Designer who is interested in joining a dynamic team of Designers, to help deliver Exhibition works and displays to the Gallery. The Senior Exhibition Designer who works closely with our Head of Creative Studio, will assist to deliver Exhibition projects across the Gallery.

This position reports to the Head of Creative Studio and is responsible for design solutions and supporting documentation to enable the National Gallery exhibition schedule.

This position of Senior Exhibition Designer is a non-ongoing full-time role, 12 Months from commencement, with the Creative Studio team.

HOW TO APPLY

You should provide a tailored CV and Portfolio (**maximum of five pages**) along with a statement of no more than **two pages** that outlines your skills, capabilities and experience, against the 'Our ideal candidate' and 'Who we are looking for' 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.

To apply for this role please forward your application to recruitment@nga.gov.au.

CONTACT

Further information about the position may be obtained by contacting Jing-Ling Chua on +61 2 6240 6610 or jing-ling.chua@nga.gov.au.

The Recruitment Officer may also be contacted on +61 2 6240 6495.

CLOSING DATE

Applications **close at midnight Wednesday, 18 May 2022** and should be emailed to recruitment@nga.gov.au.



Position title	Senior Exhibitions Designer
Position number	8014
National Gallery level	NGA 6
Department	Creative Studio
Portfolio	Marketing and Visitor Experience
Employment type	Non-ongoing – Full-time
Immediate supervisor	Head of Creative Studio
Direct reports	Exhibition Designers
Position location	National Gallery, Parkes, Kamberri/Canberra
Requirements	Australian Citizenship Police Check

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 encouraged 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.

OVERVIEW OF THE ROLE

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OUR IDEAL CANDIDATE

Our ideal candidate is a collaborator who is results focused with the proven ability to successfully design and deliver exhibitions from concept to completion. You will need to work collaboratively with Gallery staff and the exhibition project managers. You will be required to manage consultations and negotiations with a broad range of internal and external stakeholders.

You will have Tertiary qualifications in Design with minimum 8–10 years practical experience in the discipline of exhibition/interior/product design. You will have advanced drafting skills preferably using VectorWorks and strong graphic design skills using the Adobe Creative suite.

You should have an understanding of their varying expectations, viewpoints and interests which require constant monitoring and analysis with the ability to deliver complex projects within an ever-changing environment. You bring a positive attitude and operate efficiently and with integrity.

You will also have the ability to achieve project deadlines and completing assigned tasks to the required standards and within budget, given the need to simultaneously coordinate and deliver multiple components of this project which are often complex and interconnected.

WHAT WILL YOU DO

In accordance with the APS 6 work level standards, you will have the following key responsibilities:

- Lead and deliver creative exhibition design concepts, documentation and oversee the production of exhibition layouts, ensuring the designs are appropriate for the display of collections as well as other associated collateral and deliver exceptional experiences for art museum visitors.
- Manage and lead a multi-disciplined team of exhibition designers, supporting the capabilities and growth of the team.
- Maintain collaborative relationships and consult with key stakeholders, to provide design leadership and expedite effective exhibition design from creative concept stage, documentation through to finished product.
- Provide leadership to deliver solutions which explore and develop design thinking and address the Gallery's audience requirements including;
 - promoting diversity & inclusion
 - access
 - opportunities and leadership in the arts for people with disability through universally accessible design solutions.

- Ensure designs are in accordance with legislative and building ordinances and the internal functional and organisational needs such as heritage, property and house services.
- Oversee the production and construction of designs to ensure they conform to the design documents and meet public and occupational health and safety, legal and quality standards. This responsibility includes overseeing of external contractors to ensure they deliver high quality outcomes.

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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Qualifications, Certifications and Registrations

- Australian Citizenship
- Police check

Work, Health & Safety Obligations

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

Contact

Further information about the position may be obtained by contacting Jing-Ling Chua on +61 6240 6610 or jing-ling.chua@nga.gov.au.

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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.