



Position title	First Nations Learning Facilitator
National Gallery level	NGA Level 4
Position number	NEW
Employment type	Ongoing – part time – 4 days a week
Department	Learning
Portfolio	Artistic Programs
Immediate supervisor	Education Manager
Direct reports	N/A
Position location	National Gallery, Parkes, Kamberri/Canberra
Requirements	This vacancy is only open to Aboriginal and/or Torres Strait Islander people. To be eligible for this role you must complete a police check. The successful applicant must have a Working with Vulnerable People card (or ability to obtain one)

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 include 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 National 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 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 – First Nations Learning Facilitator (NEW)

WHAT YOU WILL GAIN FROM THE EXPERIENCE - OVERVIEW OF THE ROLE

The First Nations Learning Facilitator works as part of the Learning Team within the Artistic Programs Portfolio. The Learning team, incorporating Education and Public Programs, develop and deliver engaging and expansive programs that center the voices and perspectives of artists to increase access and understanding of the national collection and special exhibitions for diverse audiences.

The First Nations Learning Facilitator embeds cultural knowledge within the development and delivery of learning experiences at the National Gallery, recognising the importance of a First Nations First approach that brings unique perspectives to engagement with art, ideas and artmaking.

The First Nations Learning Facilitator works closely with the National Gallery's First Nations Lead Artist Educator to deliver the Gallery's First Nations learning program, Art Through Culture. This involves working collaboratively to develop and deliver gallery programs, studio activities and learning resources for formal learning groups, including early childhood, primary, secondary and tertiary students. Professional learning for teachers and educators is also a key focus for the role. All programs facilitate active engagement with the national collection and artistic program.

First Nations learning team members work closely with First Nations colleagues across the National Gallery, including the First Nations art department.

Program delivery will take place onsite at the National Gallery, online through digital learning programs, or offsite in support of the touring exhibitions program.

This role is 4 days a week but after hours and weekend work is required on occasions.

SKILLS AND CAPABILITY - OUR IDEAL CANDIDATE – SELECTION CRITERIA

Our ideal candidate is an Aboriginal or Torres Strait Islander person interested in the visual arts, education and or creative and cultural practice, with demonstrated experience in facilitating programs for school groups and educators within a cultural organisation.

You have highly effective communication and interpersonal skills, and are adept at communicating with a wide range of National Gallery visitors onsite and online.

You have demonstrated ability to work collaboratively as part of a team to solve problems and manage change. You are able to work with a high degree of flexibility.

You are able to use digital technologies effectively in an office environment and support learning delivery onsite and online.

THE KEY DUTIES OF THE POSITION - WHAT WILL YOU DO? – DUTY STATEMENT

In accordance with the APS 4 work level standards, you will:

- Contribute to the collaborative development and delivery of learning programs for diverse audiences, onsite and online that elevate the national collection.
- Develop and deliver teacher professional learning, onsite, online and at offsite venues across Australia.
- Understand the objectives of the National Gallery Learning team and participate in collaborative planning sessions to develop resources and work plans.
- Represent the National Gallery Learning team at internal and external meetings and conferences.
- Set-up and pack-down learning spaces and maintain resources and equipment.
- Contribute to achieving departmental goals including working in a collegiate and supportive team culture, being punctual and reliable for often tightly scheduled programs and meetings, contribute to work health and safety.
- Provide guidance and support to emerging First Nations facilitators and staff.

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:

- 1. Support shared purpose and direction** of the Learning Team through a commitment to First Nations learning programs. Communicate and follow direction provided by your supervisor. Recognise how your own work contributes to the achievement of organisational goals.
- 2. Listen, understand and adapt to audience needs** when planning, developing and delivery programs onsite, online and offsite.
- 3. Take responsibility for managing work projects to achieve** the Gallery's strategic goals and the agreed priorities and KPI's of stakeholders and funding bodies. Seek feedback from your supervisor to gauge satisfaction and seeks guidance when required.
- 4. Respond in a positive** and flexible manner to change. Collaborate with others and adapt to a changing environment as required.

ELIGIBILITY:

Affirmative Action: This vacancy is only open to Aboriginal and/or Torres Strait Islander people.

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

WWVP: The successful applicant must have a Working with Vulnerable People card (or ability to obtain one)

HOW TO APPLY

To apply for this role please forward your **CV, statement and personal particulars form** to 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](#).

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.

CONTACT

Further information about the position may be obtained by contacting Maggie Jean Douglas on +61 2 6240 6737 or maggie-jean.douglas@nga.gov.au

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.