



Position title	Artist Educator - Casual
National Gallery level	NGA Level 5
Position number	SUP 142
Department	Learning
Portfolio	Learning and Digital
Employment type	Casual
Immediate supervisor	Education Manager
Direct reports	N/A
Position location	National Gallery, Parkes, Kamberri/Canberra
Requirements	Australian Citizenship Police Check Working with Vulnerable People card (or the ability to obtain)

ABOUT THE GALLERY

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.

OVERVIEW OF THE ROLE

Learning programs at the National Gallery centre the voices and perspectives of artists.

The Artist Educator (Casual) role embeds artists within the development and delivery of learning experiences at the National Gallery, recognising artists as creative and critical thinkers and people who bring unique perspectives to engagement with art, ideas and artmaking.

The Artist Educator team brings together people with a diverse range of creative and cultural practice and experience, such as visual artists, musicians, filmmakers, performers, dancers, writers, poets, researchers, or curators.

The Artist Educator (Casual) role is part of the Learning Department within the National Gallery. The primary role of the Artist Educator (Casual) is to work collaboratively to develop and deliver gallery programs, studio activities and learning resources for formal learning groups, including early childhood, primary, secondary and tertiary students, teachers and educators. All programs facilitate active engagement with the National Gallery's collection and artistic program.

Artist Educators (Casual) work closely with the National Gallery's First Nations Lead Artist Educator and First Nations Learning Facilitators, through training and delivery of the Gallery's First Nations learning program, Art Through Culture. First Nations learning team members connect with and contribute to the National Gallery's First Nations Engagement Portfolio.

Artist Educators may also work with Program Convenors across the Learning Department to develop and deliver programs and resources for diverse audiences, including children and families, young people and access programs.

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

After hours and weekend work is required on occasions.

This position reports to the Education Manager and works closely with the Digital Learning Manager and Operations Coordinator. Hours will vary, however Artist Educators (Casual) should be available for a minimum of one day per week during school terms.

OUR IDEAL CANDIDATE – SELECTION CRITERIA

Our ideal candidate has a creative or cultural practice. You may be a visual artist, dancer, performer, musician, writer, poet, filmmaker, storyteller, or curator.

You have experience in the development and delivery of learning experiences, such as within a school, early childhood, university, community or museum and gallery environment. Experience facilitating learning experiences with people with disability or access requirements is desirable.

You have an understanding and awareness of First Nations art and artists and share the National Gallery's commitment to centring the voices of First Nations artists and communities.

You are friendly and approachable and have well-developed written and verbal communication skills. You are committed to working collaboratively within a team environment and can also develop programs and resources with a high degree of autonomy. You are flexible and solutions focused.

Our ideal candidate has experience with digital technologies and interest in developing digital facilitation skills for online learning programs.

You will hold a Working with Vulnerable People card, (or have the ability to obtain)

Candidates should be available a minimum of one day per week during school terms.

WHAT WILL YOU DO – DUTY STATEMENT

In accordance with the APS 5 work level standards, you will have the following key responsibilities:

- Develop, deliver and evaluate learning programs for a range of audiences including schools, children, young people, families, adults and access audiences.
- Develop, deliver and evaluate programs for a range of platforms and locations, including programs onsite at the National Gallery, online through digital learning programs, and offsite in support of the touring exhibitions program.
- Understand the objectives of the National Gallery Learning team and participate in collaborative planning sessions to develop ideas, resources, work plans and team goals.
- Research, write and produce content for online learning resources.
- Develop and produce tactile resources for onsite and offsite learning programs.
- Set-up and pack-down learning spaces and maintain resources and equipment.
- Work collaboratively as part of the Learning team and contribute to a culture of reflective practice.
- Understand the work environment and be flexible and responsive to change.

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:

- Contribute to the smooth daily operations of the Learning team, working collaboratively to **support shared purpose and direction** of this creative environment, embracing change and sound programming practice.
- Collaborate and **communicate clearly** with the Education Manager, Public Program Manager, Operations Coordinator, Program Convenors and others across the team and organisation providing support and contributing ideas in relation to program development and delivery.
- **Listens to, understand and recognise the needs of others** while contributing to a collegiate and supportive team culture, including being punctual and reliable for often tightly scheduled programs.
- Identify and understand the breadth of education visitors' needs and expectations, contributing to continuous improvement supporting program review and implementation.
- **Listen, understand and adapt to audiences** including programming for accessible audiences and activities for various learning styles, abilities, ages and preferences including self-directed, entry level and lifelong learning.
- **Commit to action** including meeting objectives and WH&S aspects of programs including implementing risk management practices for public activities and programs.

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 'Our ideal candidate' and 'Who we are looking for' 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.

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

ELIGIBILITY

To be eligible for this position you **must have**:

- Australian Citizenship
- Satisfy a Police check
- Working with Vulnerable People card (or the ability to obtain)

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 Leanne Waterhouse on +61 6240 6621 or leanne.waterhouse@nga.gov.au