



Indigenous Arts Officer POSITION DESCRIPTION

POSITION TITLE:	Indigenous Arts Officer
HOURS:	3-5 days a week (negotiable subject to conversations with the successful applicant at interview stage)
SALARY:	\$70,000
MANAGER:	Reports to Program Manager

This position is designated as a specific Aboriginal position under section 14d of the Anti-Discrimination Act, 1977.

The Torch is a not for profit community arts organisation that provides art, cultural and arts industry support to Indigenous offenders and ex-offenders. The core business of The Torch is to address the over-representation of Aboriginal and Torres Strait Islander people within Victoria's justice system through its Statewide Indigenous Arts In Prison & Community Program.

About the role

Are you passionate about Indigenous art and culture and would you like to help build alternative pathways for Indigenous offenders and ex-offenders through art and cultural support?

If you are keen to work with The Torch and help make a positive impact on people's lives then we are interested in hearing from you.

Delivering the Statewide Indigenous Arts in Prison and Community program, this role supports artists (participants) to establish and sustain an arts practice both in prison and post release.

The Torch currently employs four Indigenous Arts Officers to deliver the arts program and are currently looking to hire a fifth Indigenous Arts Officer to support men in prisons and several male post release participants.

The selected applicant will have an office at The Torch in St Kilda* and will be required to travel to Victorian prisons and metro and regional Victoria to visit participants in community.

***Please note:** we are a flexible employer and would be happy to consider applications from individuals interested in living and working in metro OR regional Victoria. Feel free to get in touch prior to the application deadline to chat about how this could work. Contact details on the next page.

Roles & Responsibilities



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- Develop and foster positive relationships with participants around art production through in prison and home/community visits (within Victoria) and regular phone contact,
- Provide cultural, technical and conceptual advice on participant's artworks
- Support local engagement in arts and cultural activities (facilitating links with local Aboriginal organisations, co-operatives, galleries and relevant mainstream art organisations for In Community participants)
- Support participants to produce and contribute artwork in the Torch gallery and exhibitions
- Contribute to the selection, collection, preparation and installation of artworks for exhibitions
- Support participants to attend exhibitions and exhibition openings
- Collate data (artwork titles, language groups etc.) for Torch publications
- Develop and foster collaborative and productive relationships with project partners
- Liaise with relevant prisoner support and arts networks
- Maintain accurate program records (participation rates, art work collection & loan agreements) for evaluations and funding reports
- Other duties as directed by the CEO and Program Manager

Crucial to the success of our Arts Program is the cultural support and cultural guidance provided to our participants from our Indigenous Arts Officers, which is why we are seeking Aboriginal and Torres Strait Islander people for this role.

About you

You'll ideally;

- Have a practical understanding of art practices and application techniques (preferably painting)
- Understand the role of the arts in promoting community strengthening and well-being
- Be comfortable working with Indigenous men in a prison environment and making home/community visits

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- Have knowledge of Indigenous communities and cultural protocols
- Be flexible, motivated and driven to achieve community outcomes
- Have good organisational skills
- Demonstrate a capacity to work as part of a team
- Be physically and mentally fit and have the ability to travel across Victoria on a fortnightly basis
- Have a valid Driver's License

Additional Info

- The Torch encourage our staff to maintain a creative practice and therefore, can provide flexible working arrangements to suit a staff member's needs
- The travel for this role includes travel to Victorian prisons and regional Victoria. We encourage applications from Indigenous people living in Melbourne metro and regional areas.

Application Details

To apply for this role, send us your CV plus a 2 page (maximum) letter outlining why you would be suitable for the role, your current creative practice and any additional work experience that will support your application.

Send your application via email to Program Manager Susannah Day
susannah.day@thetorch.org.au by **5pm, Thursday 10th October 2019**

Get in contact

We encourage anyone interested to get in touch and have a yarn about the position prior to the application deadline.

Program Manager Susannah Day
Phone: 0402 077 396 (9am – 5pm Mon – Fri)
Email: susannah.day@thetorch.org.au