

## Indigenous Arts Officer in Community POSITION DESCRIPTION

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<b>POSITION TITLE:</b>	Indigenous Arts Officer in Community
<b>CLASSIFICATION:</b>	Permanent part time
<b>HOURS:</b>	4 days a week (negotiable)
<b>SALARY:</b>	\$70,000 (pro rata)
<b>MANAGER:</b>	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 organization that provides art, cultural and arts vocational 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 correctional facilities through its State-wide Indigenous Arts in Prisons & Community program.

Through art, cultural, and arts vocational support, we provide a forum for cultural exploration, expression and strengthening for members of our community who are incarcerated, and through supporting creative skills and connection to culture, work with participants to find a new way forward on their return to community and reduce rates of reoffending.

### **About the role**

This role is an outreach position delivering the post release arts program. This role builds on the Statewide Indigenous Arts in Prison program and supports participants to establish and sustain an arts practice post release and assist community reintegration. The selected applicant will have an office at The Torch in St Kilda\* and will be required to travel to 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 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.

You will;

- Develop and foster positive relationships with participants around art production through home visits/community visits (within Victoria) and regular phone contact,
- Provide appropriate cultural resources to program participants,
- Provide cultural, technical and conceptual advice on participant's artworks

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- Support local engagement in arts and cultural activities (facilitating links with local Aboriginal organisations, co-operatives, galleries and relevant mainstream art organisations)
- Support participants to produce and contribute artwork in the Torch gallery and exhibitions
- Identify and facilitate significant small group projects for participants
- Contribute to the selection, collection, preparation and installation of artworks for exhibitions
- Support the return of artwork to participants (and/or their families) in a timely manner
- 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

### KEY SELECTION CRITERIA

*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;

1. Have knowledge of Indigenous communities, cultural protocols and established relationships particularly within the Victorian Indigenous community.
2. Have experience with community- based arts programs.
3. Possess an applied understanding of art practices and application techniques
4. Understand the role of the arts in promoting community strengthening and well-being.
5. Have an understanding of working with disadvantaged groups and knowledge of relevant support services in Victoria.

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6. Be flexible, motivated and driven to achieve community development outcomes.
7. Sound organisational skills, demonstrated ability to set targets and meet deadlines.
8. Demonstrate a capacity to work as part of a team.
9. Have experience working within an education setting
10. Be physically fit and have the ability to travel across Victoria on a regular basis.
11. Possess a full 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, but may not be limited to central regional Victoria, Melbourne metro and some parts of south-western Victoria. We encourage applications from people living in Melbourne metro and regional areas.

### **Application Details**

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

You may choose to refer to the key selection criteria when structuring your application, but this is not necessary.

Send your application via email to Program Manager Susannah Day [susannah.day@thetorch.org.au](mailto:susannah.day@thetorch.org.au) by **5pm, Monday 18 Feb.**

### **Get in contact**

We encourage anyone interested to get in touch and chat through the position prior to the application deadline.

Contact Program Manager Susannah Day  
Phone: 0402 077 396  
Email: [susannah.day@thetorch.org.au](mailto:susannah.day@thetorch.org.au)