



Position Description

Position Title:	Artistic Director
Total Package Equivalent:	\$64,038 + super
Terms of Contract:	One year term with the potential to extend subject to funding
Reports to:	Board of Management
Collaborates with:	Company Manager
Significant working relationships:	Board of Management, Company Manager, Finance Officer, workshop tutors, members, parents, local schools, industry associations, regional service organisations, Local, State & Commonwealth Government funding departments, and philanthropic organisations
Special Conditions:	<p>a) Normal weekly hours for RYT employees are 37.5 per week and can range between 7 am and midnight Monday to Sunday. Some after-hours work may be required.</p> <p>b) All RYT employees must have a current DSCI working with children screening or be willing to undergo the screening</p> <p>c) All RYT employees must have Child Safe Environment's RAN training or be willing to undergo the training.</p> <p>d) The position is subject to the success of funding grants and organizational financial resources.</p>
Commencement Date:	19 th February 2018

About RYT

ENRICHING THE LIVES OF YOUNG PEOPLE AND THE COMMUNITY

Riverland Youth Theatre embraces the Riverland of South Australia, a region extending over 150kms along the Murray River from Blanchetown to the Victorian border, encompassing five major townships (Barmera, Berri, Renmark, Loxton & Waikerie) and surrounding communities.

RYT is the only dedicated Youth Arts organisation in the region working with 5 – 26 year olds. With over 32 years of energetic existence the organisation continues to march forward offering young people across the Riverland relevant and high quality performing arts experiences. Each year over 2,500 children and young people aged 5-26 participate in projects and activities.

VISION

RYT inspires, nurtures, and cultivates the creativity & stories of Riverland young people.

MISSION

Established in 1985, Riverland Youth Theatre continues to expand on its proud history as South Australia's premier regional youth arts organisation, by providing young people with opportunities to develop their creative expression and performance and technical skills in the context of their own community and culture, while aligning its objectives with Government youth arts policies.

CORE VALUES

Celebration, Community, Respect, Opportunity, Equality, Courage and Heart.

GOALS

1. **Participate:** Provide programs which motivate, inspire and stimulate creativity with young people and the regional community
2. **Innovate:** Develop and present the voice and stories of young people through performance outcomes
3. **Collaborate:** Develop partnerships to enable the company to increase opportunity for participation and support
4. **Advocate:** Create awareness of the company's role within the broader community
5. **Sustainability:** Build long-term sustainability of the organisation

Duty Statement

The Artistic Director (AD) is primarily responsible for the development and management of the organisation's artistic program including a variety of partnerships, projects, workshops and performances. The AD will not only facilitate and lead the majority of the organisation's community arts development projects and workshops, they will also be the main on - the - ground artist.

This full-time position will suit an individual with experience in creating theatre/performance by/with and/or for young people, and who possess excellent communication, organisation and team management skills. They will also be someone who enjoys working within a community, facilitating the creative endeavours of its young members.

The AD will become a key member of Riverland youth and cultural networks, and have a clear appreciation of RYT's place within the region. They will use this profile and understanding to engage young people, artists, audiences, community partners and stakeholders alike in the next phase of RYT's growth.

The AD works closely with the Company Manager and the RYT Board of Management in managing all aspects of the company's activities.

1. Artistic Leadership and Activities

- In accordance with the existing artistic program and the RYT Strategic Plan prepare and implement an annual, community based, youth arts program with and for young people in the Riverland region including workshops, projects and performances.
- Facilitate, coordinate and oversee RYT's artistic program within available resources and budget.
- Be the leading or supporting artist on all RYT projects and performances
- Creatively produce all RYT projects and performances
- Develop, facilitate and lead RYT's workshop program, including management of contracted tutors
- Source appropriate artistic staff when required for RYT activities.
- Provide professional support and development opportunities for community members and contracted artists
- Mentor and assist members and emerging artists interested in the arts.
- Display adaptability and the ability to be reactive in all situations

2. Advocacy and Networking

- Advocate RYT's aims and objectives to its stakeholders.
- Be the public face of RYT by promoting the organisation through public forums, community networks and liaising with stakeholders including arts, government, community and professional organisations.
- Network with peers and industry associations to keep informed of industry developments.

3. Business Management & Governance

- Work with the Company Manager on the preparation, management, and acquittal of artistic program and project funding applications to government, and non-government funding sources.
- Monitor and adhere to project budgets
- Work with the Company Manager in the preparation and management of the annual budget.
- Work with the Company Manager to develop, manage and monitor program and project plans.
- Provide artistic and organisational advice to the Board of Management.
- Attend monthly Board meetings and provide artistic reports.
- Work with the management team towards the preparation of the annual report.
- Work with the Board of Management to develop the strategic plan.
- Support the development of contracts, engaging employees and contractors.
- Support the supervision and administration of employees, contractors, volunteers and work experience/trainees.
- Support the development and maintenance of policies and procedures.

4. Marketing

- Work with the Company Manager to develop a marketing plan and support the management of publicity for RYT's public profile, the artistic program and projects.
- Create marketing and publicity material for productions, projects and the company's general public profile, in collaboration with the Company Manager.

5. Professional Development

- Participate in employee evaluation reviews.
- Undertake professional development training as approved by the Board of Management.
- Participate in and contribute to relevant state and national youth arts or community arts sector events as approved by the Board of Management.

6. Administration

- Maintain regular correspondence with RYT membership roll
- In collaboration with Company Manager, update RYT website
- Maintain the RYT Social Media sites
- Create registration and participation forms through online program Wufoo

Selection criteria

Essential

- Relevant tertiary qualifications or equivalent in an arts related field and/or significant industry experience
- Evidence of the capacity to provide strong artistic leadership to RYT and demonstrated professional experience in visioning, creating and leading artistic projects, skill development workshops and performance work;
- Previous experience working effectively with young people from diverse cultural and economic backgrounds, especially in theatre/arts contexts;
- Knowledge of, passion and commitment to working with young people on creating arts projects;
- Passion and drive to work within a community and with the community

- Excellent oral, written and interpersonal communication skills including the ability to communicate effectively with young people, parents, artists, media, government, community service providers, the Board of Management and a range of stakeholders and audiences;
- Excellent organisational skills including the ability to self manage and prioritise personal workloads with a high level of self motivation and enthusiasm;
- Demonstrated ability to lead projects, work as part of both artistic and non-artistic teams, and the ability to liaise effectively with the Board, staff, colleagues and across the wider arts and youth communities;
- Evidence of financial management skills with a proven ability to work within budgets;
- Demonstrated experience in planning for, writing and acquitting funding and sponsorship applications, reports and general correspondence;
- Intermediate skills in Microsoft Office applications and Photoshop;
- Demonstrated understanding of Duty of Care with both young people and staff/artists;
- A current driver's license.

Desirable

- Experience with Wordpress;
- Experience in marketing and publicity;
- Knowledge of issues affecting the implementation of arts activities in regional areas;
- Experience of overseeing and managing permanent and project staff.

Application process

Please send a cover letter addressing the selection criteria, plus a CV (max 3 pages for CV) along with three referees to: Email: danyon@ryt.org.au

Applications Close: Friday 26th January, 5pm

Please note that faxed and posted applications will not be accepted.

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