



Position Vacant – Nightcliff Seabreeze Festival Visual Art Spaces Coordinator

Nightcliff Seabreeze Festival (NSF) is a weekend of music, art, dance, food and culture events spread across 2.6kms of the Nightcliff Foreshore where over 20,000 people are attracted to the festival. The aim of the festival has held strong in providing a local forum for all facets of the arts including visual arts, music, dance, circus, theatre performance, spoken word, exhibitions and workshops.

We are looking to employ an energetic and motivating Visual Arts Spaces Coordinator to lead and to manage our Visual Arts Spaces across the festival during the 2023 NSF; Jetty Art Space, Public Art Space, Urban Art Space, and the Chalk 'n' Talk Space, and to liaise with the Sand Sculpture Competition coordination between Seabreeze and our local MLA & Chief Ministers' Office at the Nightcliff Electorate Office.

KEY RESPONSIBILITIES

- Manage the Visual Art Spaces for the 2023 Nightcliff Seabreeze Festival during planning, pre-festival, event delivery and post festival
- A key aspect of the role is to manage the Jetty Art Space and prestigious art competition prize with support from Nightcliff Community Bank. This involves engaging community groups, schools, individuals and promoting the event in the lead up so that entrants can register their work via online registration on the Seabreeze website which hyperlinks across to the Community Bank set-up, as well as managing and displaying artwork with community entrants onto the temporary fencing that Seabreeze Logistics will install, for 5 different categories in 2023.
- Help in the acquisition and management of registered visual art entries for the for the Jetty Art Space, working closely with Seabreeze staff and stakeholders
- Manage and help co-create the Public Art Space
- Manage and help co-create the Urban Art Space
- Manage and help co-create the Chalk 'n' Talk Space
- Manage and help co-create the Sand Sculpture Competition on Sunday
- Work with the Production and Logistics Manager and staff and stakeholders to confirm technical requirements for the Visual Art Space displays
- Work with the Volunteers Coordinator to confirm the volunteer roster and manage any volunteer requirements to support the delivery of the Jetty Art Space and Public/Urban/Chalk Art Spaces and Sand Sculpture Comp
- Work within financial constraints to deliver high value for the Visual Art Spaces
- Work with the Marketing Coordinator to promote the visual art aspects of the festival
- Work with WasteWiseSeabreeze Coordinator to ensure all art adheres to the WasteWise guidelines and the Seabreeze ethos of inclusiveness
- Establish and maintain effective relationships with volunteers, working groups, paid staff, entertainers, and the public



- Other related duties as requested by and determined with the NAMCI Committee or representative

KEY REQUIREMENTS

Essential

- You are a visual artist with experience in Darwin
- Experience in managing a 'visual art display or competition'
- Proven planning and effective interpersonal communication skills
- Proven stakeholder management skills preferably within a community context
- Ability to problem solve under pressure
- An understanding of financial management including budgets
- Experience in marketing or promotion for a festival or community event
- Be a resident in the Darwin region with a commitment to the local community
- Personal qualities such as energy, initiative, commitment to teamwork and collaboration, focus on outcomes and respect for others
- Current Working with Children Ochre Card (Employment Status)

Desirable

- Previous experience with the Nightcliff Seabreeze Festival as a staff member, volunteer, stallholder or as attendee
- Local community knowledge and relationships

Salary and Contract:

Term: Short term contract

The total remuneration for the above description is \$3000. This position is a contract and is paid over three equal repayments as three millstones are achieved. The first payment can be accessed two weeks after accepting the role and the last payment is made after the festival, when you have met the reporting requirements and provided any handover documents. More information about the milestones can be found in the position contract and can be discussed. Approving each milestone is done by the Chair of NAMCI, who you also provide brief but regular updates and can contact if you have any concerns or grievances. You will need to provide NAMCI with an invoice and have an ABN, however there are possible alternatives to having an ABN.

You must provide a current Working with Children Ochre Card.

Your physical presence is required over the five days, from the 10th/11th to the 15th of May, planning, creating and managing the Art Spaces (with support) before, during and after the festival. After you sign the contract, you will need to attend a meeting to familiarise yourself with the role, receive relevant policies, understand how to use the email and G-drive as well as template used in the past that may assist you. You will need to use your personal computer/laptop.



You may attend other staff meetings via phone or Facetime if you are not available.

The rest of the role can be done flexibly from your home including planning and communicating with volunteers.

The total contract spend is \$3000

Applications

Applications are now open.

Please submit applications by email to: namcisecretary@gmail.com

Applications will be considered by the NAMCI Committee and interviews will be held.

If you have any further enquiries, please do not hesitate in contacting us via email namcisecretary@gmail.com or phone our Logistics Coordinator Andrew Arthur on 0428 153 355