



NIGHTCLIFF SEABREEZE FESTIVAL

Position Vacant – Nightcliff Seabreeze Festival Food Stall and WasteWise Coordinator

Nightcliff Seabreeze Festival (NSF) is a weekend of music, art, dance, food and culture events spread across 2kms of the Nightcliff Foreshore where over 20,000 people are attracted to the festival. The aim of the festival has held strong since 2005, providing a local forum for all facets of the arts including visual arts, music, dance, circus, theatre performance, spoken word, exhibitions and workshops.

The NSF is held across over 2.6km of the Nightcliff foreshore, attracting over 20,000 patrons. The Nightcliff Seabreeze Festival programs discrete community events, beginning early May and culminating with the festival on the 12-13-14th of May 2023 traditionally including an After Party event.

We are looking to employ an energetic and motivating Stall Coordinator to lead our stall management during the 2023 NSF.

The Food Stall & Waste Wise Coordinator is responsible for managing the festival stalls for the Nightcliff Seabreeze Festival and implementing the WasteWise Program.

Key Responsibilities:

- Working with Nightcliff Arts, Music and Culture Incorporated (NAMCI) and the Festival Manager, Development Manager, Logistics Manager, Bar Staff, Site Coordinator and Volunteers Coordinator for the successful running of the NSF over the three days of the festival to successfully deploy the WasteWise program.
- Lisee with and Manage the festival food vendors and stalls for the 2023 Nightcliff Seabreeze Festival during planning, pre-festival, event delivery and post festival
- Communicate between stall holders, the Festival Team and working groups. Attend meetings as necessary or be available via phone.
- Coordinate WasteWiseSeabreeze program to ensure Stall Holders adhere to the WasteWise guidelines, set up WasteWise Bin Stations. Enforce the 100% single use plastic free policy. prepare vendors to use ideal containers and to offer discounts to people who bring their own bowl or cup.
- Recruiting wastewise staff that will monitor bin stations and ensure there is no contamination in the back of house.
- Training both staff and volunteers working towards ideal and efficient waste management outcomes.
- Creating and maintaining documents related to this as well as other aspects related to the sustainability of the roll.
- Work with the Production and Logistics Manager to confirm all requirements for the stalls
- Work with the Volunteers Coordinator to confirm the volunteer roster and manager volunteers if required for the food vendors and stalls

www.nightcliffseabreeze.com

E: namcisecretary@gmail.com
P: P.O. Box 1018 Nightcliff NT 0814



- Work within financial constraints to deliver the food vendors and stalls
- Work with marketing to promote the food vendors and stalls
- Establish and maintain effective relationships with volunteers, working groups, paid staff, stall holders, entertainers, government partners and the public
- Other related duties as requested by and determined with the NAMCI Committee or representative
- Provide required reports and details related to outcomes.
- Maintain an effective goals timeline related to the above over the three milestones of the contract.

Selection Criteria:

Essential

- Experience in managing food vendors and stalls for a festival or community event
- Clear commitment to the environment with some experience with large scale waste management sorting and composting.
- Understanding of food and safety regulations
- Proven stakeholder management skills preferably within a community context
- Ability to problem solve under pressure
- An understanding of financial management including budgets
- Interest in waste reduction and sustainability
- 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

Desirable

- Previous experience with the Nightcliff Seabreeze Festival as a staff member, volunteer, stallholder or as attendee.
- Local community knowledge and relationships.
- A commitment to the long term outcomes for the NSF WasteWise program as we grow over three years.

Salary and Contract:

Term: Short term contract

The total remuneration for the above description is \$5000. This position is a contract, and you will need to provide an invoice. There are possible alternatives if you do not have an ABN.

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Your physical presence is required over the three days of the festival, from the 12th to the 14th of May, planning and managing the stalls, waste and other outcomes of the Wastewise program before, during and packing up after the festival. After you sign the contract, you will need to attend a meeting to familiarise yourself with the role, receive relevant policies. You need to use the Seabreeze email to communicate with stakeholders.

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 Manager Andrew Arthur on 0428 153 355

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