



## POSITION DESCRIPTION

<b>Role Title:</b>	<b>Senior Curator</b>		
<b>Classification:</b>	Salary	<b>Date Approved:</b>	24 <sup>th</sup> July 2017
<b>Reports to:</b>	Board of Directors	<b>Unit:</b>	Employment Services

## ORGANISATIONAL CONTEXT

Julalikari Council Aboriginal Corporation (JCAC) is governed by an elected body representing the Aboriginal community of Tennant Creek and the surrounding Barkly region. JCAC's functions and services include delivery of civic services, an Arts and Culture Centre, construction projects and building maintenance, land management and nursery, and housing and community services.

Julalikari Council has a deep commitment to Aboriginal participation in the design and delivery of its programs and services. This has helped JCAC pioneer the design and delivery of many programs which are now adopted by governments and other Aboriginal service providers across Australia.

### Our Vision

**Manu Anyula Parkamarri Wilyangka**

*Our Country, us mob, hold it strongly*

**Mappungku Anyula Maputarri**

*Together we will build*

**Yiwaji Pinangkaltinjiki**

*Pathways to learning*

### Our Values

**Respect:** Our Country, to treat one another and others with respect.

**Integrity:** Us Mob, to be truthful, honest and ethical in our dealing with each one another and others.

**Accountability:** Hold it Strongly, to take responsibility for what we do and the decision we make.

**Unity:** Together we will build, to speak and act as together hearing all people.

**Quality:** Pathways to Learning, seeing every task as an opportunity to improve what we do.

## PRIMARY PURPOSE AND FUNCTION OF THE ROLE

### Senior Curator

Lead a small team to manage collections in the Nyinkka Nyunyu Art & Culture Centre at 13 Paterson Street, Tennant Creek. You will initiate, coordinate, and implement new research, innovative exhibitions and public programs for the centre in accordance with the strategic and operational priorities of Julalikari.

This role involves leading the care and curation of the collection of art and artefacts from the Barkly region, including cultural material, collections on loan, significant art, archaeological materials.

The post will include ongoing community engagement with the Aboriginal community stakeholders.

## KEY RESPONSIBILITIES

### Key responsibilities include:

- Lead the delivery of team objectives to meet brand, vision, strategic and operational objectives.
- Manage, mentor, coach and train direct reports (including volunteers), encouraging innovation and excellence
- Oversee and supervise researchers, students and volunteers in the identification, assessment and accessioning of artefacts to specialist levels, and ensure the accuracy of the associated electronic databases
- Maintain and develop the art and artefacts collections in accordance with professional standards, current research trends, strategic priorities and cultural protocols.
- Assist communities and researchers to access cultural materials held in the collection.
- Develop research projects, external funding applications, scholarly publications and popular literature related to the Indigenous Cultures collections, with particular reference to organisational priorities.
- Provide advice and make public presentations on matters related to the Indigenous collections, cultures and histories.
- Participate in public relations, media and institutional fundraising and awareness campaigns to promote Nyinkka Nyunyu and the Program's results and activities..
- Lead and participate in project teams to provide expert advice in the design and development of public displays and public education programs.
- Develop work plans and manage projects, including budgets and staff, for agreed projects.
- Strategically enhance and build the collections through field work, collaborative research and coordination of philanthropic support/donations. Develop a high profile for the collections and unit by presenting in diverse public forums on relevant themes; sensitively and effectively liaising with external stakeholders at a local, state, national and international level; and providing advice and information about the collections to the general public, and other agencies as required.

## KEY RELATIONSHIP/REPORTING LINES

### Accountability

This position is accountable to the Executive Manager Business

### Executive Management

This position works with the Art Program Managers and Coordinators

### Direct Reports

The position has the following direct reports:

- Art & Culture Centre Attendant
- Projects Manager

### General Relationships

Build effective relationships across the organisation with government, business and community groups and regional Aboriginal communities.

## ESSENTIAL CREDENTIALS

Possession of a tertiary(preferably postgraduate) qualification in a field relevant to the position (such as Anthropology, Museum Studies , Cultural Studies) or equivalent

It is a requirement of Julalikari for Managers to provide a current National Police Certificate and a current Ochre Card (Working with Children Check).

Julalikari reserves the right to immediately terminate employment and/or withdraw offers of employment where it is deemed previous criminal (unspent) charges and/or pending charges may bring the Corporation and/or programs or services delivered by the Corporation into disrepute.

In addition, from time to time, funding bodies may require Managers to undertake a 'financial and credential check'. Anomalies raised by the Department may result in employment being terminated and/or an alternative role being provided.

A current drivers licence is a requirement of the role.

## SELECTION CRITERIA

Candidates for the position of Senior Curator **must** address the following selection criteria:

### Essential Criteria

- Minimum three (3) years' experience in a related field such as art galleries or museums
- Proven record of promoting art, managing exhibitions and maintaining collections
- Demonstrated leadership and management of culturally diverse teams with a positive and professional approach in a complex and changing environment.
- Demonstrated ability to achieve outcomes through the strategic management of financial, physical and staff resources.
- Effective interpersonal and communication skills, including the ability to consult, negotiate and liaise with a diverse range of people to achieve required outcomes.
- Clear capability in driving accountability and performance measurement, including problem solving ability and judgment to identify best practice options and flag contingencies to address potential concern.
- Previous experience working with Aboriginal Australians and/or organisations and/or a demonstrated understanding of the social, economic and environmental factors impacting on remote communities.

### Desirable

- Tertiary qualifications in business services and/or community services disciplines
- Demonstrated experience in managing performance-based government contracts.
- Experience in project management and driving the lifecycle of projects.

## APPROVAL

Employee Name:	Date:
Employee Signature:	
Managers Name:	Date:
Managers Signature:	

## REVISION HISTORY

Document Number	TBA	Approved By	Chief Executive Officer
Approval Date	TBA	Implementation Date	
Created By	JCAC	Review Due	