

ROLE DESCRIPTION

ROLE TITLE: Producer, Tarnanthi

CLASSIFICATION: ASO7

ROLE NUMBER: P02890

AGENCY: [Department of the Premier and Cabinet](#)

DIVISION: Art Gallery of South Australia

BUSINESS UNIT: Art Gallery of South Australia

REPORTS TO: Assistant Director, Artistic and Collection Programs

ROLES REPORTING TO THIS ROLE: Assistant Producer, Tarnanthi

BUDGET: In line with the relevant financial delegations

ROLE PURPOSE:

Under the limited direction of the Director and Assistant Director, Artistic and Collection Programs, the Producer, Tarnanthi supports the artistic vision and initiatives of the Art Gallery of South Australia (AGSA) through high level business delivery of significant projects and events. Producer, Tarnanthi has primary management responsibility of the project management aspects of the Tarnanthi Festival of Contemporary Aboriginal and Torres Strait Islander Art (Tarnanthi), and other related AGSA projects.

KEY OUTCOMES OF ROLE:

1. Support the Artistic Director/s, Tarnanthi to develop and realise the vision for the Tarnanthi Festival including exhibitions and displays, public programs and events, and the Tarnanthi Art Fair.
2. Lead the effective production of the Tarnanthi Festival in close collaboration with the Assistant Director, Artistic and Collection Programs; the Artistic Director/s, Tarnanthi; and the Curator, Aboriginal and Torres Strait Islander Art through the strategy, planning, and operational delivery of the Tarnanthi Festival.
3. Provide leadership to First Nations staff and stakeholders that builds trust, encourages genuine engagement, and creates positive momentum for events and activities, including but not limited to Tarnanthi and Aboriginal and Torres Strait Islander Art exhibitions and displays.
4. Provide expert financial management to develop, manage and monitor the Tarnanthi Festival project budget for AGSA and Tarnanthi to meet its strategic goals and outcomes.
5. Lead and manage the development, planning, delivery and, evaluation of significant projects and events to ensure stakeholder and artist expectations are met and fulfilled.
6. Oversee the operational aspects of activities related to the Tarnanthi Festival, including managing and developing programs and events to create an inclusive, culturally respectful and unique audience experiences.
7. Establish and maintain strong partnership relationships with major stakeholders in government, community, industry, business, philanthropy and with artists and arts organisations locally, state-wide and nationally that expand the organisation's network and secures diverse investment.
8. Oversee extensive research and evaluation through partnerships with universities and independent organisations to ensure all projects are acquitted and reported at the highest standard.
9. Support AGSA's initiatives that provide leadership to broader AGSA staff in raising awareness of cultural protocols as well as providing advice and guidance to Executive Management Team and FNAC.
10. Provide effective and detailed verbal and written reports on the status and progress of programs and partnership arrangements to AGSA's Executive Management Team and First Nations Advisory Council.

KEY RELATIONSHIPS / INTERACTIONS:

- Works collaboratively with all teams across AGSA
- Works closely with the Artistic Director/s providing the vision and leadership for Tarnanthi
- Liaises and connects regularly with First Nations staff, stakeholders and leaders including AGSA's First Nations Advisory Council
- Has close working relationships with First Nations artists, First Nations art centres, communities, gallerists, dealers, and auction houses, collectors, donors, and benefactors

SPECIAL CONDITIONS:

- In accordance with Section 52(2) of the *Equal Opportunity Act 1984* (SA), applicants for this position must be of Aboriginal or Torres Strait Islander descent.
- Applicants will be required to undergo the appropriate and relevant Employment Screening Assessment(s) required for this role in line with the DPC Employment Screening Policy.
- This role requires:
 - ☒ National Police Check
 - ☒ Working with Children Check
 - ☐ Security Clearance (including Baseline, Negative Vetting Level 1, Negative Vetting Level 2, Positive Vetting)
- The Incumbent will be required to participate in the department's Performance Management Program.
- The Incumbent may be assigned to another position at this remuneration level or equivalent.
- Out of hours work will be required.
- Some intra and interstate travel and overnight stays will be required to meet the outcomes of the role.

KEY SELECTION CRITERIA:

- High level of effective communication skills, both verbal and in writing, and the ability to establish excellent working relationships with executives, senior management and staff across agencies and in the community.
- Expert project management and change management skills
- Demonstrated knowledge of working within the First Nations arts and cultural sector.
- Demonstrated ability to think innovatively and utilise strategic planning skills to achieve successful and sustainable outcomes in a resourceful manner.
- Demonstrated success in financial, operational and resource management.
- Political astuteness and an awareness of and sensitivity to Government processes.
- Sound analytical skills and the ability to identify and research problems, and the expertise to formulate and implement practical courses of action to remedy such issues.
- Proven ability to plan and project manage strategic activity, and to deliver required business outcomes.
- Experience in event management, project management, festival management and production.
- Experience in working with Aboriginal and Torres Strait Islander communities and artists.

PURPOSE

- Making a difference so South Australia thrives

VISION

- The Heart of government

DPC VALUES

- Curious
- Courageous
- Connected

SOUTH AUSTRALIAN PUBLIC SECTOR VALUES

- | | |
|--|---|
| <ul style="list-style-type: none"> ▪ Trust ▪ Service ▪ Professionalism ▪ Respect | <ul style="list-style-type: none"> ▪ Collaboration and Engagement ▪ Honesty and Integrity ▪ Courage and Tenacity ▪ Sustainability |
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CORPORATE RESPONSIBILITIES

Incumbents are responsible for:

- Keeping accurate and complete records of business activities in accordance with the *State Records Act 1997*.
- Maintaining a commitment to the [Public Sector Act 2009](#), [The Code of Ethics for the South Australian Public Sector](#), and the legislative requirements of the *Public Sector Act 2009* and [Work Health and Safety Act 2012](#).
- Creating and maintaining a diverse, accessible, inclusive and culturally safe workplace to enable us to reflect our community.
- At all times acting in a manner that is non-threatening, courteous, respectful, and consistent with DPC's accreditation as a White Ribbon workplace.
- Demonstrating a genuine commitment to Reconciliation, and the achievement of Reconciliation Action Plan outcomes.

CORE COMPETENCIES & ASSOCIATED BEHAVIOURS EXPECTED AT THIS CLASSIFICATION

Develops Strategic Thinking

- ☒ Demonstrates big-picture thinking to develop and maintain strategic direction
- ☒ Inspires and influences others towards achieving organisational goals and business objectives
- ☒ Develops and oversees the implementation of change initiatives in a sometimes uncertain environment
- ☒ Anticipates and identifies problem areas. Rapidly defines, objectively analyses and solves highly complex ambiguous problems
- ☒ Understands the organisations objectives and links between the business unit, the organisation, the whole of government policy agenda and public service values

Achieves Results

- ☒ Builds a high performing team that makes effective use of individual/team capabilities & drives effective outcomes
- ☒ Looks outside of organisational silos to identify resources and uses evidence, knowledge and experience to deliver the best results
- ☒ Adheres to, interprets and explains Public Sector legislation, regulations and policies and manages compliance across all areas of the Business Unit
- ☒ Manages own & others project performance & takes action to improve the delivery of quality outcomes
- ☒ Values specialist expertise and creates an environment conducive to the sharing and effective utilisation of professional knowledge and skills

Drives Business Excellence

- ☒ Continually searches for and champions new and innovative ways to add value linked to organisational outcomes. Embraces change
- ☒ References and utilises market trends, developments and economic/legislative changes to meet current and future organisational needs
- ☒ Inspires ongoing learning. Sets clear performance standards and gives timely recognition for good performance. Manages under performance promptly
- ☒ Proactively drives outstanding customer service through understanding needs
- ☒ Manages expenditure & oversees procurement, ensures security of systems, deploys resources appropriately

Generates Genuine Partnerships

- ☒ Establishes credibility and negotiates persuasively. Offers a convincing rationale which has been carefully positioned against organisational outcomes
- ☒ Uses appropriate strategies to prevent, manage and resolve conflicts and disagreements promptly
- ☒ Facilitates a collaborative approach and promotes a positive environment to share information, encourage ideas and stimulate open discussion
- ☒ Demonstrates and models the values in creating partnerships across the business, and developing effective networking opportunities
- ☒ Confidently presents complex information in a clear & articulate manner tailored to meet the needs of the audience

Role Models Personal Drive and Professionalism

- ☒ Maintains the highest level of integrity to embed ethical practice and organisation's values into the culture
- ☒ Raises and challenges important issues constructively and stands by own position when challenged. Accepts accountability for mistakes and ensures corrective action is taken
- ☒ Persists and focuses on achieving objectives through pressure, responding positively & in a controlled manner
- ☒ Demonstrates a high level of self awareness and can identify areas in which own capabilities complement others. Strives for continual learning
- ☒ Promotes & develops an inclusive workplace culture that values & respects diversity and individual differences
- ☒ Advocates and drives standards for the safety and wellbeing of self and others