



**MUSICNSW – INDIGENOUS MUSIC MANAGER (IDENTIFIED)
POSITION ADVERTISEMENT**

(Identified - Applicants must identify as being of Aboriginal or Torres Strait Islander descent)

MusicNSW is a not-for-profit association representing contemporary music in NSW. We exist to support the creative and economic expansion of the Contemporary Music Industry within NSW.

One of the key projects of MusicNSW is **Whichway**, a career development program for Indigenous musicians and the Indigenous music industry. We are currently seeking a part-time Indigenous Music Manager to lead Whichway through its next stage of growth and development.

Summary

Applications Close: 15 August 2011

Web Site: www.musicnsw.com

Facebook Page: [Whichway: NSW Indigenous Music and Artist Development](#)

Location: Australia - New South Wales - Sydney

Position – Permanent part-time – 22.5 hours per week

Salary: pro rata of \$50,000 p.a. plus a 9% superannuation contribution.

Applications

To apply for this position email your CV with a Cover Letter and a statement addressing the selection criteria on or before 15 August 2011 to:

Sarah Davie
Operations Manager
PO Box K497
Haymarket NSW 1240
Email: sarah@musicnsw.com
Ph: 02 9281 1600

Role

The Indigenous Music Manager is responsible for the successful delivery of the Whichway project – a program designed to assist in the development of the Indigenous contemporary music industry in NSW. This role involves, broadly, the delivery of the Whichway strategic plan, including:

- Development and delivery of multi-staged workshop programs: introductory, advanced, and genre-specific.
- Development and delivery of new initiatives to support the growth of the Indigenous contemporary music industry in NSW.
- Assisting NSW Indigenous musicians and industry in their own career development including opportunities to release EPs and support for publicity to promote an EP release.
- Liaison with, and support of, other key projects of MusicNSW.
- Effective administration of the project to support the delivery of the project's objectives.

Responsibilities

You will be responsible for:

Program Development and Planning

- Deliver ongoing strategies as outlined in Whichway's strategic plan.
- Establish a Whichway Advisory Group, and coordinate their meetings and activities.
- Ongoing identification of the needs of the Indigenous music community.
- Review Whichway's strategic plan and revise annually the strategies that address needs.

Financial Planning and Budgeting

- Establish accurate budgets for the implementation of Whichway's annual program
- Securing funding to undertake the annual program, through the development of high quality proposals / applications for funding.

Program Implementation

- Devise schedules and time frames to ensure the delivery of projects.
- Engage and coordinate appropriate personnel required for the delivery of the project e.g. workshop presenters, producers etc
- Deliver projects within agreed timeframes.
- Develop high quality project reports for the Management Committee of MusicNSW, and acquittal documents as required by various funding bodies.

Industry Development

- Identify and create greater opportunities for Indigenous artists and music to receive exposure.
- Ensure adequate, appropriate and representative Indigenous input to MusicNSW policy and program advice and development.
- Develop and maintain partnerships, projects and liaison between MusicNSW and the Indigenous music sector.
- Promote MusicNSW's role as the peak contemporary music industry body to the Indigenous music sector.

Artist Support

- Develop a flexible support structure, which provides appropriate artists with advice and referral to relevant industry.
- Develop marketing, promotional and touring opportunities for NSW Indigenous artists at state and national levels.

Selection Criteria

Essential:

- Aboriginality
- Knowledge of the contemporary Indigenous music Industry and the wider Australian contemporary music industry, including demonstrated experience with working one on one with artists.
- General knowledge of all music genres
- Working knowledge of funding bodies (both state and federal), funding applications and report writing.
- Knowledge and experience of working with Indigenous communities, protocols and issues.
- Demonstrated experience managing projects and project budgets.

Please provide a statement addressing each of the selection criteria above with your application. Applications that do not include this will not be considered.

Job Notes: Aboriginality is a genuine occupational qualification and is authorised under Section 14 of the Anti-Discrimination Act 1977.