



Creative Caldera Inc invites applications for the position of

- **Murwillumbah Arts Trail 2019 Artistic Director.**

Creative Caldera Inc is proud to stage the Murwillumbah Arts Trail. As a flagship event of cultural, community and economic significance in the region, it requires an artistic director with talent and flair for

- conceptualising the event
- curating the art exhibitions and work that comprise the event
- humour and the capacity to work with a team of volunteers
- devising and leading the curatorial theme so it is reflected in the activities associated with the Murwillumbah Arts Trail 2019
- clearly sequencing and organising components of the event to reflect the curatorial theme, the artists and to enhance cultural scope of the wider community
- working closely with the Creative Caldera committee or its delegate(s) to achieve broad support for the venture
- mentoring future artistic directors and thinking through ways to ensure the longevity of the event as a cultural marker for the community

The stipend for the position will be \$20 000 and expenses approved by the Creative Caldera Committee as they arise. These may include costs associated with travel, communications and sundry expenses deemed necessary for the effective discharge of the artistic director's duties.

The payment schedule will be determined by funding arrangements. However it will be incremental and subject to effective completion of negotiated tasks such as funding acquittals and other related matters.

The working hours are determined by negotiating with the Creative Caldera committee. Clearly the on-site time and workload will increase as the event approaches. The Artistic Director is expected to be on-call for the duration of the event. While the work arrangements are flexible, the successful applicant will work with the Creative Caldera committee to define key tasks and milestones upon which her/his payment schedule will be contingent.

The Artistic Director is a contractor, not an employee. It is the applicant's responsibility to ensure any and all mandatory arrangements to act as a paid contractor are in place. Creative Caldera Inc is happy to negotiate the contractual arrangements.

Applications should be limited to a PDF of less than 1000 words and include links to past achievements, web presence and other relevant material. Please, before October 16, 2018, email your application to both:

calderacreative@gmail.com and karissa.ball@gmail.com (we are in the process of moving emails to the new committee)

Michael Simmons and Karissa Ball
On behalf of the Creative Caldera Committee

The Artistic Director's remit may include the following:

Artists

- Create an overall curatorial theme and direction for the event
- Select and curate artists and artist groups for artist-run pop-up exhibitions through a valid process
- Liaise with and professionally support successful artists
- Liaise and collaborate with existing galleries, artist studios and artists to achieve the objects of MAT19.
- Assist in initiating and curating website and social media content
- Curate associated exhibitions which may include the Murwillumbah Experimental Film Shorts exhibition, sideshows and fringe events and other initiatives as they arise.
- Curate any other projects collaboratively devised by the Creative Caldera / MAT19 organising committee to further the objects of MAT19.

Exhibition spaces

- Select exhibition spaces, liaise with existing venues, negotiate rental and subsequent in-time occupancy exhibition and other venues to effectively achieve the MAT19 program.
- Select and negotiate workshop and other spaces to effectively achieve the MAT19 program

Event Management

- On-call for the duration of the event from May 17 to May 27 2019.

Marketing and Promotion

- Collaborate with the organising group / Creative Caldera committee to develop marketing material consistent with the overall curatorial theme, event branding and other parameters relevant to the successful promotion of MAT19.
- Contribute to media press releases, participate in media releases, interviews and other publicity-related activities.
- Contribute to the development and dissemination of marketing material

Funding

- Assist in writing grants and funding applications
- Contribute to the development of new funding streams

Strategic planning

- Work with the committee to define a set of evaluation tools. That means simply "How do we know it was successful? What can we do better?"
- Evaluate individual elements of the event
- Contribute to the planning process for MAT20

Administration

- Participate as necessary in the overall administration of MAT19.