

norpa

NORPA (NORTHERN RIVERS PERFORMING ARTS INC)
INFORMATION FOR CANDIDATES: YOUTH THEATRE DIRECTOR



Railway Wonderland, a NORPA production (2015). Lismore Railway Station

COMPANY BACKGROUND | Youth Theatre Director

OUR VISION

Leading the transformation of regional theatre making.

OUR PURPOSE

To enrich and enhance the lives of our region's collective community through great theatre making.

ABOUT NORPA

For the past 26 years, NORPA (Northern Rivers Performing Arts) has been a maker, a producer, a presenter and a venue manager. We have entertained, connected and engaged with our regional audiences, challenging them with the new and the extraordinary, and inspiring them with stories from the country and culture around us.

NORPA's home, the Lismore City Hall, is the premiere performing arts and entertainment venue for the Northern Rivers region of NSW.

NORPA has a national and international reputation for making exciting, original Australian works including *Railway Wonderland* staged on the Lismore Railway Station (2012, 2015), *Dreamland* staged in the Eureka Hall (2012) and Bangalow A&I Hall (2019), *Djorra* (2017) and *Fold: A Domestic Circus* (2019) among many others.

NORPA works with a dynamic cadre of associate artists to support the making and presentation of original works that represent diverse artforms, voices and stories. The Northern Rivers of NSW is a creative hotspot and we strive to provide opportunities to our local creative community to develop and train with leading national and international artists and creatives.

It's an exciting time for NORPA, and an excellent opportunity to join a dynamic team dedicated to leading the transformation of regional theatre making.

POSITION DESCRIPTION | Youth Theatre Director

Overview

Hours:	2 days (16 hours) per week from March 2021 – December 2022
Reporting to:	This position reports to the Executive Producer
Supervising:	This position supervises the following staff: Teaching artists as required.
Salary:	\$70k, plus superannuation, pro rata
Additional Conditions:	Due to the nature of the position, evening and weekend work will be required.

The successful candidate will need to undergo a working with children check prior to confirmation of employment. The successful candidate will need to provide evidence of their eligibility to work in Australia.

NORPA values the importance of a work/life balance and flexible working hours are available.

Goal

The Youth Theatre Director will lead and inspire a professional level of theatre training and skill-building for young people throughout the Northern Rivers region, creating a dynamic and engaged community of young theatre makers and practitioners. In collaboration with staff and associate artists, the Youth Theatre Director will provide leadership to realise the development and delivery of the Youth Theatre Hub, and contribute to the realisation of the strategic and artistic goals of the organisation.

Context

This is a new position that will play a key role in the strategic development and delivery of NORPA's Youth Theatre Hub, both within Lismore and across the region and achieve the following:

- Plan, deliver and evaluate NORPA's Youth Theatre programme in collaboration with the Artistic Director, Executive Producer and Education Coordinator
- Develop and deliver new programmes (weekly, holiday and masterclasses) for young people across the Northern Rivers region
- Provide administrative support to staff and ensure the smooth running of youth programs

Duties and Responsibilities

Creative Program & Young People

- Lead the planning, delivery, and evaluation of NORPA's Youth Theatre Hub including productions, events and workshops
- Lead productive, engaging, safe and enjoyable workshops / rehearsals that are suitable for a broad age range and backgrounds
- In collaboration with the Executive Producer, appoint production creatives, actors, teaching artists, workshop staff and other artists as required
- Communicate with the Artistic Team and other staff to provide regular updates on the group's / individuals progress.
- Direct / facilitate high quality work (devised and scripted) that is inclusive, relevant and artistically exciting (2022 onwards)
- Empower participants to make creative decisions and develop high quality skills
- Assist and support in other projects as required

Networks & Relationships

- Keep abreast of local, national and international developments in youth theatre, and ensure that NORPA is at the forefront of development in such areas
- Engage with leading theatre makers, directors and tutors
- Establish and maintain strong relationships with partner organisations and individuals
- Engage with a wide range of young people with sensitivity and professionalism
- In collaboration with the Education Coordinator, engage with the community to ensure relevance of the Youth Theatre Hub and identify new participants
- Act as a representative for NORPA at community and other relevant networks, events or meetings as required

General & Administrative

- Ensure that relevant policies for working with children are understood and followed at all times
- Adhere to quality standards as set out in NORPA's policies and procedures,
- Keep accurate and up-to-date monitoring information as required and maintain appropriate filing systems.
- Contribute to project and company reporting
- Attend and contribute to meetings; including staff and project meetings
- Manage project budgets and petty cash records as required
- Contribute towards long-term planning and Youth Theatre Hub fundraising
- Attend training and development opportunities as required
- Undertake other duties associated with the position as required

SELECTION CRITERIA | Youth Theatre Director

Essential

- At least 3 years experience in leading or organising youth theatre workshops and events
- A passion for and commitment to working with young people, including young people who may not otherwise have the opportunity to participate in quality arts activities
- Experience of working with a professional production team
- An understanding and experience of inclusive arts practice of working with young with disabilities
- Training in and experience of working within safeguarding policies and procedures
- Experience of gathering monitoring and evaluation information and creating reports for funders
- Understanding of and commitment to Equal Opportunities
- Computer literate and competent in use of Microsoft Office
- Excellent time management skills
- Ability to work independently and as part of a teamwork
- Outstanding communication and interpersonal skills

Desirable

- Experience of providing one-to-one guidance to young people
- Experience of creating and managing budgets
- Experience of collaborative work, across a broad range of theatrical forms
- Experience of working in partnership with non-arts organisations
- Knowledge of current developments in youth arts practice

HOW TO APPLY

Your application should include the following:

- A cover letter highlighting your key skills and experience (One (1) A4 page)
- A statement demonstrating how your skills and experience address each of the selection criteria (No more than three (3) A4 pages)
- A current resume, including contact details for two referees (No more than two (2) A4 pages)

Please email your application by 5pm Friday 12 February 2021 with Youth Theatre Director in the subject line to: info@norpa.org.au

If you would like more information about the position, please email info@norpa.org.au