



**CRACK THEATRE FESTIVAL INC.**  
% PACT centre for emerging artists  
107 Railway Parade, Erskineville NSW 2034  
Tel: +61280915107  
E-mail: [cracktheatrefestival@gmail.com](mailto:cracktheatrefestival@gmail.com)  
ABN: 51 393 647 030

## Co-Artistic Director

### *Position Description*

<b>Reports to</b>	Management Committee
<b>Direct reports</b>	Creative Producer, Production Manager, Marketing Manager
<b>Position type</b>	Fixed-term 12 month contract
<b>Engagement</b>	January - December, 2016 Approximate hours: 2 days per week Jan - August, Oct-Dec 3 days per week Aug - Sept Daily and with long hours during Festival Period After hours work will be required, particularly during the Festival period. Regular attendance at performances and other events. Some intrastate and interstate travel may be required.
<b>Remuneration</b>	Between \$2500-\$10000 (+ 9.5% super) dependent on confirmation of funding. Accommodation, transport, and administrative costs covered for meetings and for the duration of the Festival period.
<b>Location</b>	While the Festival is in Newcastle, planning takes place remotely, with additional regular face-to-face meetings in Newcastle and Sydney.
<b>Primary Purpose</b>	Overall responsibility for the artistic management of the Festival and for the development and implementation of its artistic output.

### **About Crack Theatre Festival**

Crack Theatre Festival: where experimental performance artists from around Australia unleash their wildest ideas.

The Festival is a unique national theatre and performance arts festival geared specifically towards supporting the development of emerging artists. These artists will help shape the future of Australian arts practice. The Festival provides opportunities for discussion and networking, skills development, and performance.

The Festival takes place annually in Newcastle as a part of This is Not Art (TiNA) - Australia's largest experimental and emerging arts and media festival. TiNA includes curated programs from the National Young Writers' Festival, Critical Animals and Crack Theatre Festival.

The Festival runs on a **Talk | Make | Work** model where **Talk** refers to the panel series, **Make** to the masterclass and skills development series and **Work** to the performance showcase by emerging Australian theatre artists and ensembles.

Our vision is to foster a feeling of community, with artists supporting each other as peers, encouraging communication and collaboration. We present a curated festival program, but do not charge the artists or audience to participate. Our aim is to promote access, experience and opportunity.

The Crack Theatre Festival is an incorporated association, with a management committee, Public Officer, and a constitution.



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## Position Description

<b>Key Tasks</b>
<b>Company Overview</b>
<ul style="list-style-type: none"> <li>- Facilitate the maintenance, development and review of the company philosophy in consultation with key stakeholders</li> <li>- Create and articulate a program, in line with the company's artistic rationale, that expresses the vision, mission and goals of the company</li> <li>- Articulate the program for the purposes of obtaining funding from funding bodies and sponsors</li> <li>- Network with and instigate partnerships with individuals, artists, organisations, and funding bodies, both locally and nationally to deliver and enhance the organisation for the year and into the future</li> <li>- Maintain and develop relationships with funding bodies in each state and nationally</li> <li>- Plan for the long-term viability and vitality of the Crack Theatre Festival</li> </ul>
<b>Artistic Program</b>
<ul style="list-style-type: none"> <li>- Design, program, and implement the overall artistic vision for the Festival</li> <li>- Program the <b>Work</b> performance showcase through applications</li> <li>- Design and program the <b>Talk</b> and <b>Make</b> streams of the program based on interest and artistic insight gained through applications and by drawing on artistic networks</li> <li>- Manage gender balances within programming</li> <li>- Ensure that artists of culturally and linguistically diverse backgrounds and/or artists from historically marginalised groups are encouraged to apply and are supported within the Festival program</li> <li>- Assist with artists' creative development, including attending work-in-progress showings</li> </ul>
<b>Festival Logistics</b>
<ul style="list-style-type: none"> <li>- Liaise with TiNA producers and other Co-Presenter Directors to ensure that the Festival is integrated within the wider TiNA program</li> <li>- Work collaboratively with the Production Team to put together the logistics of the Festival</li> </ul>
<b>Administration</b>
<p>Jointly with the General Manager:</p> <ul style="list-style-type: none"> <li>- Create timelines for the artistic program</li> <li>- Liaise with and write artistic reports for funding bodies and the Management Committee</li> <li>- Define the budget in order to coordinate the artistic vision, ensuring that the vision works within those budgetary parameters</li> <li>- Hire, supervise and evaluate artistic and key technical personnel</li> </ul>
<b>Business Development</b>
<p>Jointly with the General Manager:</p> <ul style="list-style-type: none"> <li>- Actively seek sponsorship and funding opportunities for the Festival</li> <li>- Develop and create funding applications, sponsor and partnership opportunities</li> <li>- Monitor and build on existing partnerships</li> </ul>
<b>Governance</b>
<ul style="list-style-type: none"> <li>- Attend meetings of the Management Committee as required</li> <li>- Compile an artistic report for each Committee meeting and other reports as required</li> </ul>
<b>Media and Publicity</b>
<ul style="list-style-type: none"> <li>- Act as a company spokesperson for the media</li> <li>- Create or provide copy for the marketing of the projects where required</li> <li>- Attend media calls as required</li> <li>- Facilitate the development of media skills within the company</li> </ul>



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## Selection Criteria

### Essential

- The ability to exercise artistic leadership
- Demonstrated experience in managing similar projects and events
- Demonstrated experience in artistic programming and curation
- An excellent knowledge of Australia's performing arts communities; in particular, an understanding of performance practice in traditional, contemporary and emerging forms
- A practical network of contemporary performance practitioners
- The ability to research and oversee the creation of a diverse and comprehensive festival program; creating and developing the program events from the ground-up using artist applications, and that which is relevant to the target audience
- Knowledge of performance production processes including budgeting and experience in working as a member of a creative team
- Highly motivated, a self-starter demonstrating initiative, flexibility and resilience under pressure
- An understanding of and a willingness to implement collaborative processes
- Excellent communication skills with artists and with representatives from all the company's key stakeholders
- Demonstrated ability to network, lobby and be an advocate for contemporary, emerging and experimental arts
- Demonstrated ability to prioritise conflicting workloads and the ability to organise by distance, primarily via email and phone
- A commitment to engaging the Newcastle community in the Festival via venues, artists and employment opportunities

### Preferred

- Previous experience with Crack Theatre Festival or This Is Not Art
- Demonstrated ability to write successful funding applications
- Broad knowledge and awareness of international contemporary, emerging, and experimental arts
- Networks in the Australian and/or international theatre sector
- Awareness of the challenges and opportunities facing the Australian cultural sector
- The possession of (or a willingness to train for) an accredited first aid certificate and driving licence