

<b>ROLE TITLE:</b> KUMARANGK THEATRE PRODUCER <b>CLASSIFICATION:</b> ASO-5 <b>EMPLOYMENT TYPE:</b> 0.6 - .8 TERM	<b>TEAM:</b> EXPERIENCES <b>LOCATION:</b> REGIONAL/ADELAIDE <b>DATE:</b> SEPTEMBER 2025
<b>REPORTS TO:</b> Major Projects Producer	<b>ROLES REPORTING TO THIS ROLE:</b> N/A
<b>ROLE PURPOSE:</b> The Kumarangk Theatre Producer will support the development and delivery and will contribute to all project management aspects of the Kumarangk Theatre outcome to be presented in March 2027.	
<b>KEY RESPONSIBILITIES OF ROLE:</b> <ol style="list-style-type: none"> <li>Develop, implement and support the production of the Kumarangk theatre project with the Kumarangk creative team.</li> <li>Negotiate agreements and contracts for artists and creatives and manage all artist and contractors' relationships throughout the project.</li> <li>Ensure all project schedules are prepared, maintained, accurate, updated, and distributed as needed to relevant personnel.</li> <li>Support any professional development opportunities in all aspects of theatre for First Nations artists, creatives, and producers that build skills and develop career pathways.</li> <li>Collaborate with the Relationships Team on project marketing plans, ensuring effective communication across all stakeholders.</li> <li>Identify and manage potential conflicts, challenges and risks for project management and delivery in liaison with the First Nations Arts Director and Kumarangk creative team.</li> <li>Collect qualitative and quantitative data to share the impact of Kumarangk Theatre through effective evaluation and documentation.</li> <li>Collaborate with the First Nations Arts Director and Major Projects Producer on all funding applications, support letters and acquittals as required.</li> <li>Actively contribute to culturally safe workplaces and manage an event approval process and risk assessment for the safe delivery of the theatre project.</li> <li>Contribute to achieving Country Arts SA's Strategic Plan, Reconciliation Action Plan and Equity Plan.</li> </ol>	
<b>KEY RELATIONSHIPS:</b> <ul style="list-style-type: none"> <li>Internally: First Nations, Experiences, Relationships and Sustainability staff</li> <li>Externally: Kumarangk mi:miar Cultural Authority, Artists, Arts Organisations, Producers, Community, First Nations peoples, Government agencies, program partners.</li> </ul>	
<b>SPECIAL CONDITIONS:</b> <ul style="list-style-type: none"> <li>In accordance with Section 56 (2) of the Equal Opportunity Act 1984 (SA), applicants for this pool must be of Aboriginal or Torres Strait Islander descent.</li> <li>Frequent out of hours and Occasional intrastate/interstate travel may be required.</li> <li>Hold a current Australian Driver's Licence.</li> <li>A valid DCSI - Child Related Employment Screening is required.</li> <li>Required to participate in the Country Arts SA Staff Development Review Process and achieve performance targets as negotiated and mutually agreed with the line manager.</li> </ul>	

## KEY SELECTION CRITERIA:

### PERSONAL SKILLS & ABILITIES

- Demonstrated respect and value cultural safety and cultural diversity.
- Demonstrated ability to establish and influence strong working relationships internally and externally, including across government, industry and community sectors.
- Demonstrated success in financial, operational and resources management and entrepreneurial skills.
- Demonstrated experience with planning and critical thinking to achieve positive and sustainable results.
- High level effective communication skills, both verbal and in writing, and the ability to establish excellent working relationships with senior management and staff across agencies and in the broader community.

### EXPERIENCE AND KNOWLEDGE

- Demonstrated experience working in a similar role encompassing a major theatre project with multiple outcomes, project management, development, delivery and coordination.
- Experience with working with First Nations communities and artists in regional contexts, ensuring equity, diversity and cultural safety.
- A demonstrated understanding of corporate governance, risk management, intellectual property, procurement, legal and compliance frameworks, WHS and applying sustainable practices.

### Desirable:

- A tertiary qualification in arts or a related discipline.

## OUR PRINCIPLES (how we work):

Our four principles inform our decisions and approach:

- **Regional communities and art at our heart** - We are led by regional South Australian communities and artists. We ask, listen and respond.
- **Making connections** - We bring people together for conversations and collaborations.
- **Celebration and education** - We make and present work that celebrates South Australian stories and places, artists and communities, and/or that raises awareness of their issues.
- **On the ground and sticking around** - We know trust takes showing up and time. Our team is based all over South Australia. We build deep, long-term relationships. Our work takes as long as it takes.

## WORK HEALTH AND SAFETY OBLIGATIONS:

- Maintain a commitment to the Work Health and Safety Act 2014 legislative requirements.
- Proactively promote and follow workplace safety procedures and contribute to creating a safe working environment.
- Accept responsibility for your own and other's safety.
- Actively participates in consultation about work, health and safety issues.
- Identifies and reports hazards and identifies risk controls where appropriate.

## CORPORATE RESPONSIBILITIES:

- 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*, Ethical Conduct and the Code of Ethics for *South Australian Public Sector* and their legislative requirements.
- Supporting and advocating Equal Employment Opportunity (EEO) and diversity in the workplace in accordance with EEO legislation. In particular, maintaining a commitment to promote an inclusive workplace in support of Aboriginal and Torres Strait Islander people and other underrepresented groups.
- Demonstrate appropriate and professional workplace behaviours that align closely with the White Ribbon message.

## **CORE COMPETENCIES & ASSOCIATED BEHAVIOURS EXPECTED AT THIS CLASSIFICATION:**

### **Supports and Implements the Strategic Direction**

- ☒ Understands the big-picture and contributes to the development of strategic direction
- ☒ Understands and supports organisational goals and business objectives
- ☒ Understands, supports and promotes organisational goals and business objectives
- ☒ Steers and implements change
- ☒ Identifies, defines and solves complex problems relating to the teams work objectives
- ☒ Identifies broader factors, trends & influences across the Public Service that may impact on the teams work objectives

### **Achieves Results**

- ☒ Makes effective use of individual and team capabilities and negotiates responsibility for work outcomes
- ☒ Evaluates alternatives objectively and uses evidence, knowledge and experience to deliver the best result
- ☐ Ensures compliance with Public Sector legislation, regulations and policies
- ☒ Monitors project performance and takes action to improve the delivery of quality outcomes as required
- ☒ Values specialist expertise and capitalises on the knowledge and skills of self and others

### **Enhances Business Excellence**

- ☒ Actively supports and seeks new innovative initiatives and is responsive to change methodology to implement these
- ☐ Keeps abreast of market trends, developments and economic/ legislative changes to meet current and future organisational needs
- ☒ Identifies learning opportunities. Gives timely praise and recognition. Deals with under performance promptly, and works towards agreed performance standards
- ☒ Embeds a strong customer service ethos by understanding needs
- ☒ Monitors expenditure, manages procurement and contract procedures and identifies the appropriate use of resources

### **Cultivates Productive Working Relationships**

- ☒ Listens to and considers different ideas and discusses issues credibly and thoughtfully. Identifies other people's expectations and concerns
- ☒ Can identify conflict in situations and acts sensitively, objectively and constructively to de-escalate conflict
- ☒ Works collaboratively and shares information with own team and seeks input from others
- ☒ Builds and sustains positive relationships with team members, stakeholders and clients
- ☒ Confidently communicates messages in a clear and concise manner using appropriate language

### **Exhibits Personal Drive and Professionalism**

- ☒ Acts with integrity & promotes consistency among principles, organisational values and ethical behaviour
- ☒ Provides impartial and forthright advice. Challenges issues constructively and justifies own position when challenged. Acknowledges mistakes and learns from them
- ☒ Persists and focuses on achieving objectives in difficult circumstances responding in a positive and controlled manner
- ☒ Self evaluates performance and seeks feedback from others. Recognises how behaviour impacts on others. Committed to self development
- ☒ Contributes to a culture that values and respects diversity and models this in all interactions
- ☒ Ensures standards for the safety and wellbeing of self and others are maintained