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The Association of Northern Kimberley and Arnhem Aboriginal Artists (ANKAAA)

is recruiting for a:

Manager Operations Delivery and Resource and Development Officer

Applications by: 2 December 2014

Both roles offer competitive employment packages.
Aboriginal and Torres Strait Islander people are encouraged to apply.

The Association of Northern, Kimberley and Arnhem Aboriginal Artists (ANKAAA) is a leading not-for-profit Aboriginal Corporation founded in 1987. The first peak advocacy and support organisation for Indigenous art nationally ANKAAA is now in its 27th year.

ANKAAA services Indigenous artists and supports 49 Aboriginal owned community Art Centres located across its one million square kilometer regions in Northern Australia. Many of ANKAAA's 5,000 members are major cultural leaders and internationally acclaimed artists.

ANKAAA works on behalf of its members to promote, resource, educate and protect the work of Indigenous artists and Art Centres.

Manager Operations Delivery

The Association of Northern Kimberley and Arnhem Aboriginal Artists (ANKAAA) requires a Manager Operations Delivery with strong operational and management experience.

Based in Darwin, the Manager Operations Delivery (MOD) will support the CEO and a passionate and creative team serving 48 Aboriginal Art Centres and artist groups and over 5,000 Aboriginal artist members based in communities across Northern Australia. Strong management and analytical skills, together with attention to detail are essential for ensuring effective operations, compliance and service delivery for this multifaceted corporation with diverse income streams.

The right person for this job will be a highly organised and experienced administrator with a commitment to supporting Indigenous self-determination and a successful track record in the not-for-profit sector. The MOD ensures timely fulfilment of obligations to funding partners; compliancy; and maintenance of effective and cost efficient operational systems to support the work of staff. The MOD holds primary responsibility for ensuring the smooth day to day running of the ANKAAA office, programs, projects and service delivery.

Key tasks will include: grant writing and acquittal; managing staff and HR processes; and coordinating and participating in successful delivery of ANKAAA core programs, projects, and services.

The MOD will possess excellent interpersonal skills and demonstrate sensitivity to the complexities of working in a culturally diverse Aboriginal Corporation.

Resource and Development Officer

The ANKAAA Resource and Development team resources ANKAAA members through a variety of strategies which include providing information, support and training to Aboriginal artists, art workers and Art Centres (on and off site). Team members also contribute to wider industry projects and development of resources and projects.

The Resource and Development Officer position is based in Darwin and includes travel across the diverse ANKAAA regions in Arnhem Land, the Kimberley, Tiwi Islands and Darwin/Katherine.

This is an opportunity to use your skills to contribute to work in a passionate and creative team committed to supporting Aboriginal self determination and working together with the membership to 'keep art, culture and country strong'.

The right person to work in this team will have a genuine commitment to Aboriginal self-determination and demonstrated ability to work effectively and collaboratively with Indigenous Australians, particularly in remote communities (or transferable experience in other inter-cultural settings).

The R&D team member will generate positive and productive relationships with ANKAAA members and stakeholders and give sound industry advice. High self motivation ability to work collaboratively with a team and a flexible approach to problem solving are required.

The R&D officer will have sound knowledge of key issues facing artists and Art Centres in Northern Australia and understanding of the wider Australian visual arts sector.

To Apply for either role:

For further information job packages and selection criteria, please email info@ankaaa.org.au.

To discuss the roles further contact Christina Davidson (CEO) at ANKAAA through Belinda Foster on info@ankaaa.org.au or 08 8981 6134.

Applications due Friday 28th November 2014

Aboriginal and Torres Strait Islander people are encouraged to apply.