



## Expressions of Interest

### Regional Futures Project Coordinator

The Regional Arts Network NSW is in the second year of delivering a two-year Strategic Project (Project) [Regional Futures](#) and is seeking expressions of interest for a Project Coordinator based in regional NSW to work with the Creative Director to deliver the second stage of the project.

The Regional Arts Network (RAN) consists of 15 Regional Arts Development Organisations (RADO) supporting and advocating for arts engagement in Regional NSW.

The role will work closely with the Creative Director Narelle Vogel, to deliver outcomes that celebrate and bring focus to the work of the artists commissioned during the creative development phase of the project. This includes an exhibition and symposium at Casula Powerhouse in mid-2023 plus a number of other partnership and residency opportunities currently being finalised.

#### **The Project Coordinator responsibilities:**

##### LEAD

- Undertake the administration plus marketing and promotion of the Regional Futures outcomes (exhibition, symposium and residencies)
- Maintain and enhance the Regional Futures website and social media channels
- Sets up meetings, preparing agendas and reports as required
- Gathers project data for reporting purposes

##### SHARED ROLE WITH CREATIVE DIRECTOR & CURATORIUM

- Develop the program for the Regional Futures Symposium
- Manage project milestones in accordance with the project objectives, in consultation with the RAN - Working Party
- Coordinate events, requirements and logistics associated with public program
- Prepares acquittal and reports to Create NSW, project partners and key stakeholders
- Develop the marketing, catalogue and print materials for the project outcomes

##### SUPPORT/ADVISORY ROLE

- Liaison with Regional Futures commissioned artists
- Refinement of curatorial framework
- Preparation of curatorial materials including gathering and editing interpretive materials and images for presentation on website, social media, exhibition, and catalogue

#### **Timeline and Compensation:**

This role can commence as soon as possible in negotiation with the successful candidate and will end in September 2023.

A fixed fee of \$10 000 is available for this contract.

**How to apply:**

Provide a cover letter demonstrating your ability to take on this initiative.

Include:

- CV
- A brief summary of why you want to be involved in the project (not more than one page)
- Sample of previous project coordination experience
- Two references

EoI's are being accepted until 5pm Wednesday 23<sup>rd</sup> November and can be sent to [narelle@regionalfutures.net.au](mailto:narelle@regionalfutures.net.au)

For Supplemental information on the project contact

Narelle Vogel

Creative Director

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This role is supported by Create NSW and the Regional Arts Network.