



BANK ART MUSEUM MOREE

25 Frome Street, Moree NSW 2400
02 6752 1401 info@bamm.org.au

POSITION DESCRIPTION

POSITION: Art Museum Director

Reports to: Board of Directors through the Chairperson

JOB PURPOSE: The Art Museum Director's role is to work with the Board to provide effective governance arrangements to the organisation; leadership to the artistic program and best practice in collection management; initiate and oversee fundraising and revenue generation activities; promote community engagement through educational, marketing and audience development activities and to manage ongoing efficient operations in a sustainable manner.

ABOUT THE ORGANISATION:

Bank Art Museum Moree

BAMM is an independent regional art museum, managed by the Moree Cultural Art Foundation Ltd. For thirty years we have worked to enhance the cultural life of Moree with a changing schedule of exhibitions that educate, challenge, and delight our local audience and visitors to the region.

BAMM receives annual funding from the Moree Cultural Art Foundation Trust, Moree Plains Shire Council and Create NSW as well as project grants, sponsorship and donations from generous local supporters.

Our Mission

BAMM's mission is to educate our audience and inspire local artists to continually improve the appreciation and practice of art in our community. We care for and develop our permanent collection and currently hold the most significant collection of Aboriginal paintings in regional NSW.

Our Past

BAMM is managed by the Moree Cultural Art Foundation. MCAF is a company limited by guarantee and trustee of the Moree Cultural Art Foundation Trust. Established in 1987 to raise funds for the then Moree Plains Gallery. Originally operated by Moree Plains Shire Council, MCAF took ownership of gallery operations in 2001.

The Moree Cultural Art Foundation Board consists of 8-10 members and represents a cross-section of the Moree community, including business, education, the arts and the community sector.

Our Future

In 2018, after thirty years of operation the gallery was re-named BAMM: Bank Art Museum Moree. The new name reflects the contemporary edge of our programs and highlights our history and responsibilities as a collecting institution.

BAMM continues to receive invaluable support from Moree Plains Shire Council, through funding and the use of the magnificent 1911 Edwardian-style building, the previous home of the Commercial Banking Co. of Sydney.

BAMM Collection

BAMM is the caretaker of two collections, owned separately by Moree Plains Shire Council and the Moree Cultural Art Foundation. Together these collections represent an important cross-section of Indigenous and non-Indigenous Australian art from the late nineteenth century to the present, built on a foundation of work by Moree artists. The Collection presents a panoramic view of the art and culture of a region that is all-inclusive, respects the past and embraces the present. It is a collection of national significance.

BAMM's custodianship of a large collection of ancient Gamilaroi cultural objects and early contact materials relies on the engagement of the local Aboriginal community in our programs. We host an annual Gamilaroi Residency program, which sees Gamilaroi artists and curators reinterpret the BAMM collection through new work and exhibitions.

POSITION RESPONSIBILITIES

1. Governance and leadership

Work with the Board of Directors to:

- develop and implement strategic plans, operational plans, budgets and associated reporting, timelines and milestones;
- implement policy development and implementation as required;
- ensure that BAMM is a safe, secure and effective working environment for all staff, volunteers and visitors;
- provide organisational and community leadership in the arts and cultural sector;
- manage board processes including meetings, reports, minutes and feedback.

2. Artistic programs and collection management:

Oversee the planning, resourcing, and implementation of:

- audience focussed and engaging artistic programs of exhibitions drawing upon internal and external sources;
- artistic, educational and other cultural activities that create opportunities for the community to engage with BAMM's collections, programs and facilities;
- creative opportunities to research and encourage dialogue around BAMM's artistic collections and regional cultural expression;
- collection management plans and processes to store, conserve and build BAMM's collections effectively in accordance with approved policies and procedures.

3. Income generation and fundraising:

Plan and manage the delivery of:

- income generation through functions and venue hire; memberships, classes and workshops to maximise sources of revenue and BAMM's financial security;
- effective fundraising programs and initiatives that target existing and potential new donors and supporters at all levels and keep them involved with BAMM in a positive way;

- corporate sponsorships and community partnerships that create opportunities to work with business, industries and the community in new ways;
- projects and programs that are effective in securing support from a variety of funding sources including philanthropic, community and government grant bodies.

4. Relationships and brand:

Manage and grow relationships with:

- stakeholder groups including, Friends of BAMM and BAMM volunteers to increase their capacity and support of the art museum;
- artists, arts, cultural and community organisations at local, state and national levels;
- promote awareness of and engagement with BAMM programs, activities and collections through effective communications, marketing and audience development activities, strategies and media coverage;
- build awareness of BAMM's collection, history and role as a leading regional cultural facility and organisation.

5. People, financial and facilities management:

Implement effective processes to:

- work with the bookkeeper to deliver administrative and financial management, authorise operating expenditures, administer the approved annual budget and prepare regular financial reports for the Treasurer;
- support the sustainable management of BAMM's staff and volunteers including professional development, recruitment and retention processes, code of conduct and workplace health and safety;
- ensure BAMM's buildings, equipment, facilities and grounds are well maintained, presented and fit for purpose and that planning for future upkeep, replacement and upgrades is sustainable and effective.

6. Other:

The Art Museum Director will also:

- represent the organisation to the media, arts industry and wider community;
- ensure that BAMM activities comply with relevant industry and internal codes of conduct; comply with Delegation of Authority as approved by the Board; undertake other duties as required.

Personal attributes:

BAMM is looking for employees to join a small creative team of people who are:

- Self-motivated, enthusiastic and can demonstrate a positive work ethic;
- Experienced problem solvers and pay attention to detail;
- Able to engage with a broad spectrum of the general public;
- Professional in both conduct, presentation and behaviour;
- Able to apply principles of Equal Employment Opportunity and WHS in the workplace

Key Selection Criteria

KSC 1:

Tertiary level qualifications in the visual arts, art history or museum studies and/or equivalent industry experience in contemporary art museum practice, the development and delivery of arts, exhibitions and cultural programs; public programming and educational activities

KSC 2:

Demonstrated experience in the care of and collection management requirements of significant art or cultural collections and how to promote their use, interpretation and development; A genuine interest and knowledge of Australian contemporary art practices, knowledge of Indigenous arts practices

KSC 3:

Demonstrated ability to manage and diversify income streams and knowledge of effective fundraising processes, grant writing for government and philanthropic funding and corporate sponsorship processes including applications, reporting and acquittals; expertise in strategic planning and policy development.

KSC 4:

Demonstrated ability in leadership, good communication and negotiation skills, growth and development of staff, maintain a healthy safe workplace culture.

KSC 5:

Demonstrated ability to develop productive relationships with multiple stakeholders including funding bodies, community groups, artists and membership groups to create and deliver joint programs and activities;

KSC 6:

Demonstrated ability to effectively manage financial operations of a small business or similar organisation including setting budgets and targets, operational and business plans, delegations and approvals processes;

KSC 7:

Demonstrated capacity to deliver human resource management and the development of a dynamic creative team.

KSC 8:

A current NSW Class C Drivers Licence or equivalent.

Desirable:

Knowledge of best practice in volunteer management, recruitment and retention.

Interest and ability to undertake cultural awareness training.

Employment Conditions

- 38 Hour week.
- Core Hours 9.00 – 5.00pm. 1 hour for lunch.
- Additional work is required out of hours from time to time. Staff are entitled to time-in-lieu,
- Four weeks annual leave.
- 10 days sick leave. Doctor's certificate required after 2 days.
- Salary depending on experience starting from \$80,000 up to \$96,000 + Superannuation 11% paid.
- Position: Permanent Full time.
- Probation: 3 months period.

Please email your application to director@bamm.org.au no later than 12 May 2024.

For further information please contact Bruce Tindale, Interim Director on 0472 634 880 or on the above email.