

Guest Curator Roles

Thanks to valued support from Create NSW, Newcastle Writers Festival is appointing three guest program curators in 2021: First Nations Curator; Poetry Curator; and an Emerging Curator. There is scope for the successful applicants to contribute to the Stories to You podcast series, inaugural emerging writers program, and the main festival program in September.

We are seeking creative and dynamic people who thrive on collaboration. As a valued member of the Newcastle Writers Festival team, you will take ownership of up to five festival events in a curatorial capacity.

Expressions of Interest are now open for the three roles. Applicants must reside in NSW. The curators are not expected to be based in Newcastle, though attendance at the 2021 festival in September is essential.

Newcastle Writers Festival offers an exceptional literary program that affirms our commitment to artistic excellence and to the delivery of programs that offer opportunities for emerging and established artists, especially those in regional areas. As an employer, we are committed to providing equal opportunities and a positive work environment.

We embrace our diverse community and encourage applications from everyone including people of First Nations background, people of diverse sexual orientation and gender, people with a disability, and people from culturally and linguistically diverse backgrounds.

How to Apply

- Provide a brief statement addressing the selection criteria (no more than two pages), as well as a CV (no more than two pages).
- Specify which role you are applying for (you can only apply for one).
- Ensure your application is sent as a single document.
- Email applications to admin@newcastlewritersfestival.org.au by 5pm, 26 February 2021.
Note: Curator role applications have been extended to 5pm, 5 March 2021. Successful applicants will be notified by 19 March.

If you have any queries about any aspect of the appointment process or wish to have an informal and confidential conversation about the role, please contact festival director Rosemarie Milsom via admin@newcastlewritersfestival.org.au

First Nations Curator

Eight hours a week for eight weeks, commencing April 2021.

\$4000 plus 9.5% super

The primary focus of this short-term project position is to welcome and introduce a First Nations curator into the Newcastle Writers Festival program. This is an Aboriginal identified position.

The successful application will contribute to the curation of three key program streams in 2021: Stories to You podcast series, two-day emerging writers program, and the main festival event from September 24 to 26.

This role reports to and works in close collaboration with the festival director.

Key responsibilities

1. In consultation with the festival director and other guest curators, make program decisions about First Nations program content as well as the participation of First Nations writers.
2. Contribute to deepening the festival's engagement with First Nations artists and audiences.
3. Consult the festival director and manager about the logistics associated with First Nations program content such as artist travel and accommodation, as well as session details and artist bios.
4. Attend the September festival and associated activities as a guest of the Festival.
5. Contribute to post-event reporting.

Essential Skills

1. A broad knowledge of First Nations literature and writing communities.
2. Experience with artist and audience engagement.
3. Strong oral and written communication skills.
4. A working knowledge of Microsoft Office.
5. Ability to work independently and remotely.
6. Demonstrated commitment to collaboration.

The deadline for submitting applications is 5pm, 26 February 2021.

Note: Curator role applications have been extended to 5pm, 5 March 2021.

Poetry Curator

Eight hours a week for eight weeks, commencing April 2021.

\$4000 plus 9.5% super

The primary focus of this short-term project position is to expand the reach of poetry in the Newcastle Writers Festival program, with a focus on innovative online and live events. Newcastle has a rich community of poets and poetry has always featured strongly in the festival program. This position will contribute to the curation of three key program streams in 2021: Stories to You podcast series, two-day emerging writers program, and the main festival event from September 24 to 26.

This role reports to and works in close collaboration with the festival director.

Key Responsibilities

1. In consultation with the festival director, make program decisions about the participation of poets in this year's schedule of events, including session topics and themes.
2. Create dynamic events that will engage a broad audience with poetry in all its forms.
3. Consult the festival director and manager about logistics associated with program content such as artist travel and accommodation, as well as session details and artist bios.
4. Attend the September festival and associated activities as a guest of the Festival.
5. Contribute to post-event reporting.

Essential skills

1. A broad knowledge of Australian poetry and poets.
2. Extensive formal and informal literary networks.
3. Demonstrated experience in planning and management of arts and cultural events and programs. Experience with digital events desirable.
4. Demonstrated experience in artist and audience engagement.
5. Excellent oral and written communication skills.
6. A working knowledge of Microsoft Office.
7. Ability to work independently and remotely.
8. A demonstrated commitment to collaboration.

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Emerging Curator

Eight hours a week for eight weeks, commencing April 2021.

\$4000 plus 9.5% super

The primary focus of this short-term project position is to provide an opportunity for an emerging literary event curator to gain valuable experience in all aspects of program delivery, including logistics (NWF defines emerging curator as someone who has contributed ideas and practical assistance to event organisation in either a paid or unpaid capacity). This position will contribute to the curation of three key program streams in 2021: Stories to You podcast series, two-day emerging writers program, and the main festival event from September 24 to 26.

The successful applicant will work in close collaboration with the festival director and manager, as well as the two other guest curators.

Key Responsibilities

1. In consultation with the Festival Director, contribute to program decisions about session topics and themes in this year's schedule of events.
2. Contribute to strategies for audience engagement.
3. Consult the Festival Director and Manager about logistics associated with program content such as artist travel and accommodation, as well as program information.
4. Participate in the September festival and associated organisational initiatives and activities as required.
5. Contribute to post-event reporting.

Essential Skills

1. Good knowledge of Australia's literary communities and festivals.
2. Some experience with organising cultural events is desirable.
3. Excellent oral and written communication skills.
4. A working knowledge of Microsoft Office.
5. Ability to work independently and remotely.
6. A demonstrated commitment to collaboration.

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