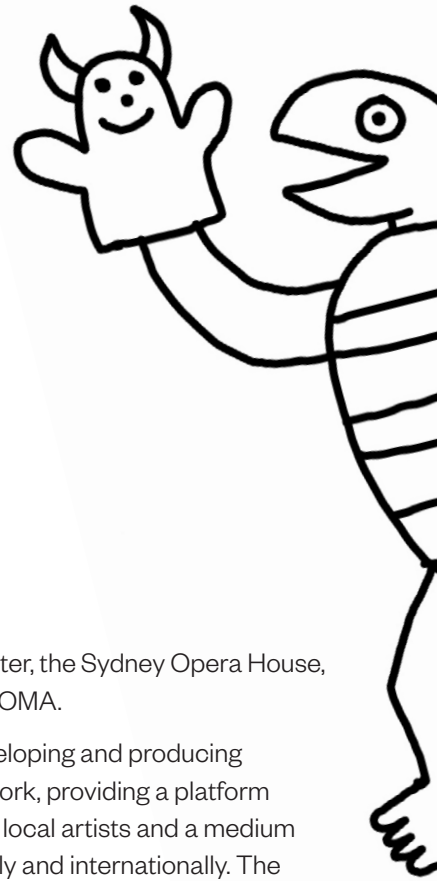


PRODUCER

POSITION	Producer
APPLICATIONS OPEN	Friday 13 January 2023
APPLICATIONS CLOSE	5pm, Wednesday 15 February 2023
NOTIFICATION OF OUTCOME	End of February 2023
HOURS	Full-time, 2-year contract (renewable by negotiation)
LOCATION	Hobart
SALARY	\$75-85k, depending on experience
START DATE	April 2023



ABOUT TERRAPIN

Exploring beyond the borders of contemporary puppetry, Terrapin exists to make Australian lives better through contemporary puppetry, arts and culture. For over 40 years we have focused on creating rich, unique experiences for children, families and intergenerational audiences. As well as performing in theatres, festivals, galleries and public spaces in Australia and around the world, we reach over 16 000 Tasmanian primary school students each year with our in-school touring program.

In 2021, Terrapin was invited into the National Performing Arts Partnership Framework along with seven other new entrants, joining a further 30 Australian performing arts companies previously part of the Major Performing Arts Framework. In 2023, we will roll out a new touring program for audiences in aged care. Terrapin has an office and rehearsal space in Salamanca Place and a puppet making workshop in Derwent Park.

Our national and international touring program has included working with the Royal Shakespeare Company, the Edinburgh International Children's Festival, the Vancouver International Children's Festival, De Betovering Festival (the Netherlands), A.S.K Shanghai, Aichi Arts Centre (Japan), the Taipei Children's Art Festival, the Lincoln Center

(New York), the Kennedy Center, the Sydney Opera House, Sydney Festival and MONA FOMA.

Terrapin is committed to developing and producing compelling new Tasmanian work, providing a platform for emerging and established local artists and a medium for touring their work nationally and internationally. The company is in an exciting period of growth, increasing our impact, audiences and partnerships and delivering on our purpose to make lives better through art and culture.



ROLE DESCRIPTION

Terrapin is seeking a dynamic, organised and creative producer with high level communication skills to work across all aspects of the company's activity; locally, nationally and internationally. The successful applicant will demonstrate an ability to build and maintain relationships across the organisational and creative sides of a company, contributing to the delivery of the artistic program including new work presentation, tour development, creative development, and special projects and initiatives. The producer will be required to work independently within a small team that includes the Executive Producer, Artistic Director and Marketing and Development Manager; all focused on the high-quality design and delivery of the company's artistic output and engaging the stakeholders that make it possible.



Key internal relationships -

- Executive Producer
- Artistic Director
- Marketing and Development Manager
- Head Puppet Maker
- Stage managers (contract) – reports to the Producer
- Production managers (contract) – reports to the Producer
- Schools co-ordinator (casual) – reports to the Producer
- Artists
- Interstate or international co-producing partners and presenters
- Performing arts industry colleagues

Key external relationships -

- Presenters/venues
- Schools

DUTIES INCLUDE:

- Contributing to the positive culture in an organisation focused on artists and audiences
- Producing work in theatres, public spaces, schools and aged care settings
- Contracting artists and production staff
- Liaising with the company's workshop staff
- Development and management of project budgets
- Venue and presenter liaison
- Tour development, including the writing of funding applications
- Program development (creative learning, aged care, training programs)
- Travel bookings and logistics
- Scheduling – rehearsals, tours, production
- Artist liaison and management
- Attending rehearsals, production meetings and performances
- Advancing sustainability implementation according to the company's policies
- Stakeholder management
- Supporting emerging artists and arts workers
- Sharing knowledge

SELECTION CRITERIA:

- Minimum five years' experience in a producing role in a performing arts organisation or multi-artform festival
- Demonstrated experience and understanding of the artistic development process in the creation of new work
- Demonstrated ability to manage budgets and finances
- Demonstrated experience working to deadlines and under pressure
- Demonstrated ability to work independently and as part of a team
- Excellent communication skills – written and verbal
- Experience with systems, organisational skills, project management apps
- Attention to detail
- Able to share knowledge and be willing to learn

DESIRABLE SKILLS

- Experience in online platforms such as Monday.com, Dropbox and Miro

APPLICANTS SHOULD SUBMIT:

A letter up to two pages addressing the selection criteria.

A CV or bio including two referees

Please send applications to belinda@terrapiin.org.au by the stated deadline. Any enquires about the role to Belinda Kelly, Terrapin's Executive Producer, belinda@terrapiin.org.au



TERRAPIN PUPPET THEATRE
77 SALAMANCA PLACE, HOBART TASMANIA 7004
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Terrapin Puppet Theatre is assisted by the Australian Government through the Australia Council, its arts funding and advisory body, and through Arts Tasmania by the Minister for the Arts. Terrapin acknowledges the support of Salamanca Arts Centre.

