



POSITION DESCRIPTION

Position Title: School Education Program and Access & Inclusion Program Manager (NSW)

Reports to: Company Manager

Direct Reports: School Education Program and Access & Inclusion Program Coordinator

Status: Fixed term contract, full time, to end December 2024

Location: Sydney, NSW (Surry Hills) relocating to Bondi during exhibition period

POSITION SUMMARY

The School Education Program and Access & Inclusion Program Manager (NSW) position at Sculpture by the Sea Incorporated ('SXSINC') is responsible for the development, organisation and management of the delivery of the School Education Program and the Access & Inclusion Program for *Sculpture by the Sea, Bondi 2024* and all visitation within the programs. The exhibition runs from 18 October to 5 November 2024 on the *Sculpture by the Sea, Bondi 2024* exhibition site.

Key to the role is working closely with the participating exhibiting artists, educators, volunteers, and teachers, and cultivating partnerships with organisations, schools, and individuals that represent people with disability.

This position is a key member of the Sculpture by the Sea team who reports directly to the Company Manager and oversees and is supported by the work of the School Education Program and Access & Inclusion Program Coordinator (NSW) who works part-time.

This role is suited to a highly-motivated, energetic, organised individual who is experienced in visual art education and programming, and enjoys working with a wide range of people.

This is a fixed term contract working full time from August to mid December 2024. Our offices are based in Surry Hills, Sydney and prior to the opening of the exhibition key staff including the education team re-locate to the Bondi exhibition site for the duration of *Sculpture by the Sea, Bondi 2024*. It is expected that a 5 day week (Monday to Friday inclusive) and longer hours will be worked in the lead up to and during the exhibition.

The School Education Program and Access & Inclusion Coordinator works 3 days a week from August to late November with the exception of *Sculpture by the Sea, Bondi 2024* when the days increase to 5 days (Monday to Friday inclusive).

ROLE RESPONSIBILITIES

- To support the Coordinator to open and manage all bookings, scheduling and related communications including invoicing, confirming details for visitation, and recruit and train staff, upkeep exhibition staff rosters, exhibition timeline, and maintain the education relational database.
- To develop and work with the Education Program Artists in preparing the 'Artists and their Artworks' section of the Education Kit with a focus on the employment of STEM disciplines in sculptural practice as specified in current NSW curriculum and excursion management information.
- To support Education Program Artists in all stages of delivering their workshops from initial proposal (concept, activities, outcomes and materials) to on-site realisation of outcomes, sourcing materials required within budget .
- To develop quality, innovative programs and safe education and access programs.
- To research and produce educational content including activities for the Kids' Guide working with the in-house designer.
- To work with the Marketing Coordinator to provide relevant content on the programs for promotion as required across our website and socials and for reporting purposes.
- To manage with key members of the Sculpture by the Sea team any specific events taking place, for example, Family Workshops or tours for Patrons of the program.
- To ensure the smooth running of all programs during the exhibition period working with Sculpture by the Sea staff to maintain the quality of and ensure the success of a major public cultural event for all including working with the Site & Logistics Manager to understand risk and safety issues and induct education team to ensure good practice for all workshops and during all visitation.
- To oversee the documentation of program activities including photographic documentation, facilitate the evaluation process, and collate feedback and statistics.

ABOUT SCULPTURE BY THE SEA

Sculpture by the Sea Incorporated ('SXSINC') is a not-for-profit organisation with offices in Surry Hill, Sydney that produce an annual series of free to the public major outdoor sculpture exhibitions. The Sydney exhibition is held on the Bondi to Tamarama coastal walk for 18 days in late October to mid-November, and the Perth exhibition takes place at Cottesloe Beach for 18 days each March. In addition to the Sydney and Perth exhibitions, there is now the newly established and permanent Snowy Valleys Sculpture Trail ('SVST') located in the Snowy Valleys in southern New South Wales.

SXSINC aims to stage major free to the public sculpture exhibitions that transform beautiful and popular coastal locations into large temporary sculpture parks for all to enjoy, always having the interests of artists at the core of what we do.

ABOUT THE SCHOOL EDUCATION PROGRAM AND THE ACCESS & INCLUSION PROGRAM

The School Education Program is a vital and exciting component of our organisation. It aims to provide both students and teachers with an informative, stimulating and multi-sensory out of classroom experience that will enhance the learning potential for students and teachers visiting the exhibition.

Central to the unique experiences that the program can offer is the opportunity for students to meet and work with exhibiting artists. Through a program of Artist-led Sculpture Making Workshops, Artist Spotlight Talks with exhibiting Artists, and Focus Tours with Sculpture by the Sea Educators, we offer participants the opportunity to explore, make, examine and discuss a range of creative, conceptual and artistic responses to site and landscape, form and contemporary ideas AND have fun!

During *Sculpture by the Sea, Bondi* 2023:

- 1,603 primary and secondary students from 34 schools took part in the School Education Program. The program included 8 artists and 16 Sculpture by the Sea Educators who delivered 36 Artist-led Sculpture Making Workshops to 1,078 students from 16 schools including from remote or low socio-economic areas.
- 17 Focus Tours to 292 students from 5 schools.
- 1 Artist Spotlight Talk to 40 students from 1 regional school.
- 10 ESL Tours to 190 students from 3 Intensive English College.
- 3 exhibiting artists participated in the Teachers' Preview for 37 teachers from 10 schools.
- In addition 1,409 students from a further 23 schools took part in self-guided tours. Participating Schools were from the greater Sydney area, regional NSW and the ACT.

The Access and Inclusion Program is always being further developed to ensure people of all ages and abilities can experience a broad range of sculpture within accessible and beautiful settings, as we cultivate partnerships with organisations, schools, and individuals that represent people with disability.

The Access and Inclusion Program was first introduced at *Sculpture by the Sea, Bondi* in partnership with the Art Gallery of New South Wales Access Volunteer Guides in 2009, offering free 'Touch Tours' to six participating adults who were blind and/or vision impaired. Renamed 'Tactile Tours' in 2010 this free program of pre-booked Tactile Tours that take place each weekday during exhibition has continued to provide a unique opportunity for adults and children with a range of disabilities to experience sculpture through touch and informed dialogue with experienced AGNSW Access Volunteer Guides, Sculpture by the Sea Educators, and artists, and group tours for marginalised communities are also offered.

The Tactile Tours program offers coordination and communication for all participants through a direct and personalized booking system to provide for all additional needs regarding safety and ease of arrival at the exhibition and on departure including assistance with direct vehicle access to the entrance of Marks Park and dedicated parking provided in Tamarama.

Tactile Tours offer audio descriptions to participants who are blind or vision impaired. A trained presenter produces a verbal version of an image and a narration of all the visual elements of each sculpture to give an overall representation of the artwork as it is touched by the tour participants.

The Sculpture by the Sea App has detailed audio descriptions available of selected sculptures for visitors with low vision, to provide information and access in addition to the Tactile Tour program.

The *Sculpture by the Sea* website has an accessibility webpage that includes a map detailing easy to moderate walking tour routes and accessible drop off areas. This page also contains links to local council resources including accessible parking maps, public transport, and relevant accessibility information.

We offer Auslan interpreters for the public exhibition programs of Artists Talks, the Media Launch and the People's & Kids Choice Awards for people in the deaf community. A large print Exhibition catalogue is available for visitors with low vision.

During *Sculpture by the Sea, Bondi 2023*:

- 46 of the 105 sculptures exhibited were accessible from Marks Park. Of these sculptures, 61% were safe to touch.
- 17 specialist AGNSW Access Guides delivered 48 Tactile Tours to 194 student participants from 9 schools, and 304 participants from 25 organisations.
- A total of 586 people participated in a Tactile Tour (498 participants and 89 carers/teachers/supervisors) ranging in age from 11 to 87 years old.

ORGANISATIONAL ENVIRONMENT – KEY WORKING RELATIONSHIPS

This position reports to the Company Manager.

Internally this position works with:

- Founding CEO & Artistic Director
- Company Manager
- School Education Program and Access & Inclusion Program Coordinator (NSW)
- Exhibition Production
- Designers
- Marketing Coordinator
- Exhibition Accounts Manager
- Site & Logistics Manager
- Philanthropy Manager
- Sponsorship Manager

QUALIFICATIONS & REQUIREMENTS

- Relevant tertiary qualifications in Visual Arts, Arts and/or Education
- Proven experience in visual arts education, programming and delivery particularly workshops with artists in an educational context
- Excellent communication, time management and administration skills
- Ability to produce well written, researched, informative and accurate text including brochures, education kits, proposals, and reports
- Experience and confidence in public speaking &/or tour guiding
- A broad ranging and thorough knowledge of contemporary art and sculptural practice
- 2 to 3 years of experience teaching in schools, tertiary education, museums or galleries
- Knowledge of the current NSW visual arts syllabus from primary through to senior secondary level Familiarity with Kindergarten to Year Twelve Australian Curriculum
- Experience devising programs to support curriculum-based experiential learning
- Experience working with people with disability and an understanding of and commitment to advocate their interests and requirements
- Experience providing learning opportunities for people who have specific access requirements
- Previous experience managing teams
- Full Drivers Licence
- Current NSW Working With Children Check and adherence to the Sculpture by the Sea Child-Friendly Child-safe Policy
- An understanding of risk assessment and experience in implementing safe working practices.
- Senior First Aid Qualifications would be desirable

SALARY

\$80,000 plus superannuation when working full time.

TO APPLY

Please apply by sending a cover letter and resume by email with the subject **Education Manager Application** to Suzie Clark, e: suzie.clark@sculpturebythesea.com

It is an offence under the NSW Child Protection (Prohibited Employment) Act 1998 for a person convicted of a serious sex offence to apply for this position. Preferred applicants will be required to complete a Prohibited Persons Declaration and consent to a Working With Children Check.

Applicants that are offered a final interview will be required to provide contact details for two referees.