



THE UNIVERSITY
OF QUEENSLAND
AUSTRALIA

CREATE CHANGE

Appointment of
Education Producer
(Identified s25)

THE UNIVERSITY OF QUEENSLAND ART MUSEUM



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Acknowledgement of Country

The University of Queensland (UQ) acknowledges the Traditional Owners and their custodianship of the lands on which UQ operates. We pay our respects to their Ancestors and their descendants, who continue cultural and spiritual connections to Country. We recognise their valuable contributions to Australian and global society.

Faculty of Humanities, Arts and Social Sciences (HASS)

The Faculty of Humanities, Arts and Social Sciences (HASS) is a large, multi-disciplinary faculty with a broad range of research and teaching areas. From anthropology, archaeology and art history, to classics, communication and criminology, the disciplines that make up HASS are critical drivers of the University's mission to generate 'knowledge leadership for a better world.' The Faculty is based at the St Lucia campus in the iconic Forgan Smith building, at the heart of the University - The Great Court. HASS is made up of 7 schools - Communication and Arts; Education; Historical and Philosophical Inquiry; Languages & Cultures; Music; Political Science and International Studies; and Social Science. It also houses the Institute for Social Science Research, the Centre for Policy Futures, as well as several school-based centres. The Faculty connects with creativity via UQ's 3 leading museums - each aimed at showcasing new ideas in discovery, creative practice and learning in its many forms: the UQ Art Museum, the Anthropology Museum and the RD Milns Antiquities Museum. It plays host to the Institute for Modern Languages - connecting people around the world through community language learning.

The Humanities, Arts and Social Sciences are essential for a sustainable, ethical and inclusive society, and the Faculty enjoys principled, collaborative leadership across its units, with a commitment to developing the best in professional and academic staff. The Faculty is committed to the goals of increasing Aboriginal and Torres Strait Islander employment, representation and empowerment; decolonising institutional practices; and participating in extramural movements toward social justice.

Executive Dean Professor Heather Zwicker joined UQ in 2018 with a fresh vision of interdisciplinary collaboration, public accountability and commitment to the student experience. Heads of School are eager to ensure that HASS continues to be a powerhouse for superlative research across the arts, humanities, social sciences and education, while boasting exciting, responsive teaching in a broad range of programs. The complementary nature of our disciplines attracts a diverse cohort of international and domestic students, with 600 research higher degree students, approximately 2,000 students in postgraduate coursework degrees and close to 6,500 undergraduates. HASS has a strong identity and a long tradition of innovation and leadership, offering a broad range of programs, including one of UQ's largest, the Bachelor of Arts.



The Humanities, Arts and Social Sciences are vital to The Queensland Commitment, which states our commitment to ensuring that education and opportunity are available to all Queenslanders. By 2032, our aim is to have 30 per cent of our domestic undergraduate students coming from a rural, regional, remote, or low socio-economic background. Currently, our Faculty holds the largest cohort of these students, and we will continue to work collaboratively with communities, partners, and government across the state to ensure we reach our goal.

The Faculty of Humanities, Arts and Social Sciences produces nationally and internationally regarded research across its many and varied disciplines. In addition to strong performance with external funding, our researchers have won prizes, gained reputations for research excellence, performed exceptionally in the Excellence for Research in Australia (ERA) exercise and in global university rankings, among many other measures.

Our strong performance reflects the quality of world-changing work our academics are undertaking, with their breakthrough discoveries having a positive impact on society and changing the lives of others around the globe.

More information about the Faculty can be accessed at hass.uq.edu.au.



UQ Art Museum

The University of Queensland Art Museum (UQ Art Museum) is located in the James and Mary Emelia Mayne Centre on The University of Queensland's St Lucia campus. Here, a dialogue with local and international perspectives, artistic practice and critical discourse is explored through progressive exhibition projects and educational programs that foster creative inquiry.

The Art Museum's has a strong commitment to its audiences, both on campus and within the local and global arts and education community. The UQ community comprises students of all ages, along with academic, professional and administrative staff, donors and alumni, and UQ leadership. The student cohort is diverse and, in a typical year, comprises a large contingent of international students, particularly from China and Southeast Asia. The UQ Art Museum is a member of the University Art Museums Australia and participates nationally in the art scene through partnerships and strategic initiatives.

The Art Museum collects and exhibits progressive works of art, which stimulate dialogue and debate. It is committed to opening dialogue with the faculties, research institutes and centres of the University, and to place learning at the core of its activities.

To these ends, UQ Art Museum:

- strives to provide leading creative learning experiences to every discipline on campus;
- produces cross-disciplinary, research-based exhibitions that partner with a variety of academics and disciplines on campus; in doing so, contributing productively to Excellence in Research for Australia outcomes;
- grows, cares for and exhibits The University of Queensland Art Collection for the benefit of the entire UQ community;
- oversees a program of public art that contributes to the development of cultural and intellectual life at UQ, enriching all UQ campuses;
- nurtures relationships with donors and prospective donors to UQ to find mutually meaningful philanthropic outcomes;
- aims to be a leader in industry-based education; and delivers industry-based training to UQ students to equip them for careers in the arts and humanities.
- enriches communities by spreading understanding, raising awareness and connecting people in the appreciation and understanding of the visual arts' capacity to transform places and articulate possibilities; and
- provides collegial support and partnership opportunities to staff in regional and rural Queensland art museums and galleries, and internships to UQ students of Art History and Museum Studies, under the auspices of the UQ Kinnane Endowment Fund.

More information about The UQ Art Museum and the UQ Art Collection may be accessed on the Art Museum's [website](#).



Role of the Education Producer

About this opportunity

An exciting opportunity is available for an Education Producer to join the UQ Art Museum as part of the Oceans Pathway Program. As the Education Producer, you will provide education and research assistance to the Programming Team. This includes research, writing, rationales, other texts, preparing and managing correspondence and coordinating assigned education projects associated with UQ Art Museum exhibitions and events.

This is an inaugural opportunity for Aboriginal & Torres Strait Islander people living in Australia (Aboriginal & Torres Strait Islander), aimed to nurture entry-level and early-career individuals who are passionate about developing a meaningful and fulfilling career in the arts, along with understanding and developing their leadership. This is a partnership between UQ Art Museum and Art Gallery of New South Wales.

The Oceans Pathway Program is designed to encourage knowledge sharing and collaboration across institutions (UQAM and AGNSW); and opportunities to work across both art museum's program, projects and team will be provided in the form of an exchange through a dedicated residency at the alternate the art museum of up to 4-weeks, with all costs covered.

Duties

Duties and responsibilities include, but are not limited to:

- Employ a wide variety of sources to conduct program research related to the UQ Collection, exhibitions and other projects as required.
- Under supervision prepare written materials, education guides and kits, and other texts related to the exhibition program and events with strong attention to detail and a high level of excellence.
- Work independently under direction to prepare correspondence and other documents for internal and external stakeholders.
- Prepare support material for grant submissions and acquittals as required.
- Liaise with artists, art dealers and other arts professionals on behalf of the Senior Educators and Curators as directed.
- Under the direction of the Senior Education Manager, supervise, coordinate and brief interns and volunteers.
- As required, work with the UQ Art Museum's programming team including, external curators and on the planning and implementation of educational outcomes and associated public programs and events related to exhibitions.
- Assist with, tours of UQ Art Museum exhibitions and back of house, and respond to enquiries relating to the Alumni Friends of UQ Collection Study Room.
- Provide administrative support to the Senior Education Manager, and Curatorial team and undertake other duties as required.



Other

Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including but not exclusive to:

- The University's [Code of Conduct](#).
- Requirements of the Queensland occupational health and safety (OH&S) legislation and related [OH&S responsibilities and procedures](#) developed by the University, Faculty, Institute or School.
- The adoption of sustainable practices in all work activities, and compliance with associated legislation and related University [sustainability responsibilities and procedures](#).
- Requirements of the *Education Services for Overseas Students Act 2000*, the *National Code 2007* and associated legislation, and related [responsibilities and procedures](#) developed by the University.

Organisational relationships

The position reports to the Senior Education Manager, UQ Art Museum.



About you

The University of Queensland considers that being Aboriginal and/or Torres Strait Islander is a genuine occupational requirement for this position under s25 of the *Anti-Discrimination Act 1991(Qld)*.

The position is therefore only open to Australian Aboriginal and/or Torres Strait Islander people.

The successful candidate will be required to provide evidence to confirm that they are an Aboriginal and/or Torres Strait Islander person.

- A degree in art history/museum studies or related degree.
- Demonstrated knowledge of Indigenous Australian art or art history.
- Demonstrated research and writing skills and the ability to write for a variety of audience demographics and platforms.
- Demonstrated commitment and engagement with the arts ecology.
- Knowledge of the use of computer applications in a network environment (particularly Microsoft Excel) in a large- to medium-sized organisation or the demonstrated ability.
- Excellent interpersonal skills including the ability to communicate effectively with a wide range of people by telephone, email and in person.
- Ability to prioritise own workload, work independently and as part of a team, and meet deadlines.

Additional information

At UQ we know that our greatest strengths come from attracting, retaining, and promoting colleagues who are representative of the diversity in the broader community. In addition to being an identified position for *Aboriginal and/or Torres Strait Islander peoples*, we encourage applications from people who support the intersectionality of our other diverse communities, including *gender identity*, *LGBTQIA+*, *cultural and/or linguistic diversity*, and *people with a disability*. Accessibility requirements and/or adjustments can be directed to talent@uq.edu.au.



What we can offer

This is a full-time (100%), fixed-term position for up to two years.

At HEW level 5, the full-time equivalent base salary will be in the range \$77,396 – \$86,029, plus a generous super allowance of up to 17%. The total FTE package will be up to \$90,553 – \$100,654 annually. As this role is covered by an Enterprise Agreement, you will also receive regular remuneration increases – at least once a year.

At UQ, Aboriginal and Torres Strait Islander people are supported to fill their cultural responsibilities, with access to 8 additional days (pro-rata) of paid Cultural Leave annually. Indigenous employees are encouraged to access the UQ Aboriginal and Torres Strait Islander Staff Network with a variety of significant events held throughout the year.

How to apply

All applicants must supply the following documents through the [UQ Careers](#) portal:

- Cover letter addressing the 'About You' section
- Resume

To satisfy prerequisite questions and ensure your application can be considered in full, all candidates must apply via the [UQ Careers](#) portal by the job closing deadline. Applications received via other channels including direct email will not be accepted.



The University of Queensland

For more than a century, The University of Queensland (UQ) has created positive change for society by delivering knowledge leadership for a better world.

UQ ranks among the world's top universities, as measured by several key independent rankings, including the CWTS Leiden Ranking (35), U.S. News Best Global Universities Rankings (36), the Performance Ranking of Scientific Papers for World Universities (33), QS World University Rankings (40), Academic Ranking of World Universities (51), and Times Higher Education World University Rankings (70).

At UQ, we're changing the way higher education is imagined and experienced. Our students enjoy a rich campus experience, including a range of accommodation options, as well as innovative and flexible learning pathways, diverse and dynamic partnership opportunities, and an integrated digital and campus learning environment.

More than 55,000 students – including the majority of Queensland's highest academic achievers as well as top interstate and overseas students – study across UQ's 4 beautiful campuses in South East Queensland at St Lucia, Herston, Gatton and Dutton Park. They include around 20,000 postgraduate and approximately 21,500 international students who contribute to a diverse, supportive and inclusive campus community.

With a strong focus on teaching excellence, having won more national teaching awards than any other Australian university, UQ is committed to providing students with the best opportunities and practical experiences during their time with us, empowering them with transferable knowledge and skills that will prepare them to exceed expectations throughout their careers.

UQ's 332,000 graduates are an engaged network of global alumni spanning 184 countries, and include more than 17,700 PhDs.

UQ's 6 faculties, 8 globally recognised research institutes and more than 100 research centres attract an interdisciplinary community of 2,500 scientists, social scientists and engineers, who champion research excellence and continue UQ's tradition of research leadership. This is reflected in UQ being the number one recipient of Australian Research Council Fellowships and Awards nationally across all scheme years (452 awards worth \$339 million).

UQ has an outstanding track record in commercialising innovation, with major technologies employed across the globe and gross product sales of more than \$57 billion.

UQ is one of only 4 Australian members of the global Universitas 21, a founding member of the Group of Eight (Go8) universities, a member of Universities Australia, and a member of the Association of Pacific Rim Universities (APRU).

UQ employs more than 7,500 academic and professional staff (full-time equivalent) and has a \$2.47 billion annual operating budget.

Governance

The University of Queensland is governed by a 22-member Senate representing University and community interests. Senate is led by the Chancellor, elected by the Senate. The University of Queensland Act 1998 grants Senate wide powers to appoint staff, manage and control University affairs and property, and manage and control finances to promote the University's interests.

uq.edu.au/about/governance



Working at UQ

UQ is a great place to work and is a culturally inclusive space for staff and students, where diversity is valued. The University of Queensland (UQ) acknowledges and respects Aboriginal and Torres Strait Islander peoples as First Australians. We value and celebrate the uniqueness of knowledges, cultures, histories and languages that have been created and shared for at least 65,000 years.

Our values guide our behaviour and provide the foundation of our culture. The [UQ Strategic Plan 2022-2025](#) articulates these values, what we strive for, how we work together, and our commitment to discovering and sharing truth.

Our values

What we strive for

Creativity

We apply our creativity as a way of seeking progress. We value new ideas, seek fresh perspectives and pursue game-changing innovations and opportunities.

Excellence

We strive for excellence in everything we do. We apply the highest standards to our work to achieve the greatest impact for the benefit of communities everywhere.

Central to what we do

Truth

Truth is central to all that we do as a university. We seek truth through our focus on the advancement and dissemination of knowledge, and our deep commitment to academic freedom and freedom of expression.

How we work together

Integrity

We always act with integrity. As stewards of the University's resources and reputation, we are honest, ethical and principled.

Courage

We are courageous in our decision-making. We are ambitious, bold and agile. We demonstrate moral courage, so that we are always guided by a sense of what is right.

Respect and inclusivity

We provide a caring, inclusive and empowering environment for all. We engage respectfully with one another and promote the value that our diversity brings to our whole community.



UQ is committed to Aboriginal and Torres Strait Islander peoples' learning, discovery and engagement. The University's Strategic Plan outlines strategies aimed at increasing opportunities for Aboriginal and Torres Strait Islander peoples, which are supported through the development of a Reconciliation Action Plan and Aboriginal and Torres Strait Islander Employment Strategy. Here in Australia, we especially want to play a leading role in reconciliation as advocates with and for Aboriginal and Torres Strait Islander peoples and communities.

At a national level, in partnership with Aboriginal and Torres Strait Islander communities, we will embed reconciliation across the University's operations to achieve and implement a 'Stretch' Reconciliation Action Plan (RAP) by 2025.

The Aboriginal and Torres Strait Islander Research and Innovation Strategy will support Indigenous researchers and empower research excellence that benefits Aboriginal and Torres Strait Islander peoples, communities and organisations. We aspire to play a leading role in reconciliation as advocates with and for Aboriginal and Torres Strait Islander peoples and communities—especially through truth telling and building greater cultural understanding.

UQ provides staff with a beautiful working location and welcoming campus culture. Working at UQ will provide you with a range of benefits including:

- flexible working culture, with access to a range of flexible working arrangements;
- cultural leave for Aboriginal and Torres Strait Islander staff;
- access to services on campus, including childcare centres;
- health and wellbeing initiatives; and
- opportunities to connect with staff networks, such as the Aboriginal and Torres Strait Islander Staff Network and the UQ Ally Network.

The University of Queensland believes in maintaining a safe work environment for all, which is why we are introducing a COVID-19 vaccination requirement that all staff be fully vaccinated, subject to limited exemptions.

More information about life at UQ including staff benefits, relocation and UQ campuses is available at: staff.uq.edu.au/information-and-services/human-resources



Cultural support at UQ

Workplace Diversity and Inclusion provides information and support to staff and prospective staff and drives strategies and initiatives to create a safe, welcoming and inclusive space for staff at UQ that values the strength of diversity. The Indigenous Employment Team is responsible for the development and implementation of the [Aboriginal and Torres Strait Islander Employment Strategy 2019–2022](#) which aims to support Aboriginal and Torres Strait Islander people and staff through three main objectives:

Grow

Position UQ as an employer of choice for Aboriginal and Torres Strait Islander peoples in all levels and areas of the University.

Develop

Provide access to career development opportunities for Aboriginal and Torres Strait Islander staff.

Respect

Develop a workplace that values the contribution and positive difference that Aboriginal and Torres Strait Islander staff provide.

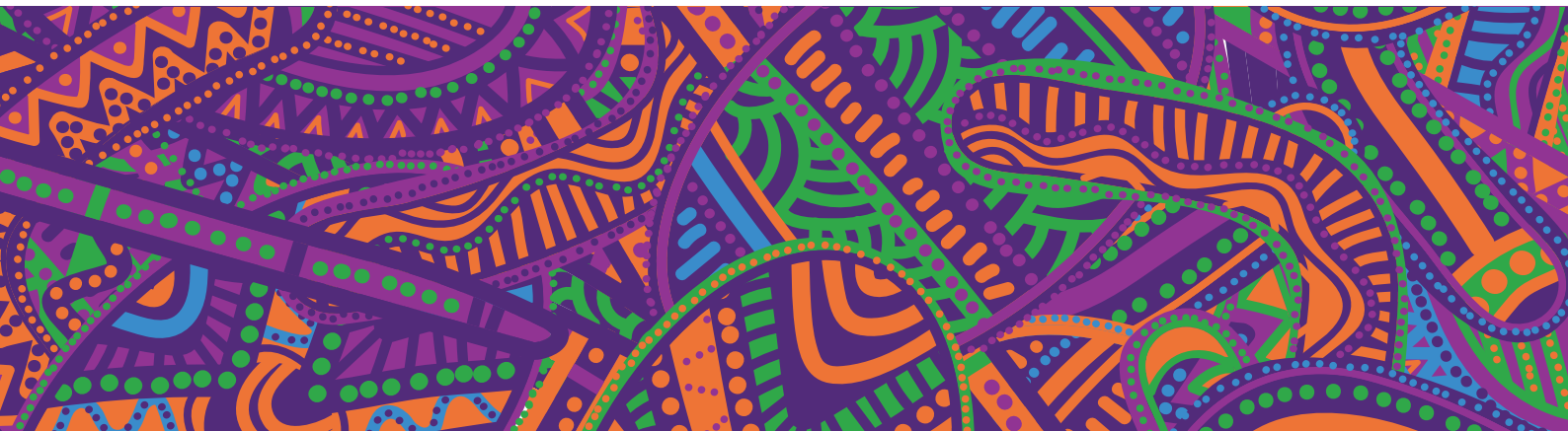
Aboriginal and Torres Strait Islander staff at UQ are encouraged to celebrate their culture, history and country and are entitled to five days of cultural leave annually to attend cultural activities, obligations and ceremony.

The Deputy Vice-Chancellor (Indigenous Engagement) is responsible for leading the implementation of UQ's first [Reconciliation Action Plan](#) and strengthening leadership within the University in relation to Indigenous Engagement, as well as building links with the community. The [Aboriginal and Torres Strait Islander Studies \(ATSIS\) Unit](#) strongly supports the celebration of Aboriginal and Torres Strait Islander cultures and recognises the enormous contributions that Aboriginal and Torres Strait Islander peoples and perspectives bring to UQ's learning, discovery and engagement activities and supports students from pre-enrolment through to graduation.

UQ's [Aboriginal and Torres Strait Islander Staff Network](#) provides a regular opportunity to get together, share stories, make connections and yarn about how UQ can keep developing as an employer of choice for Aboriginal and Torres Strait Islander peoples. There is also a network newsletter that promotes UQ jobs, training and development opportunities and useful tips, and enables us to share achievements from our community.

More information on Aboriginal and Torres Strait Islander Staff support can be found on our [current staff website](#).

Brisbane River pattern from A Guidance Through Time created by Quandamooka artists, Casey Coolwell and Kyra Mancktelow



Further information

General information on the University is available through the University's website: uq.edu.au

Other documents which you may wish to refer to include:

- Annual Report:
about.uq.edu.au/organisation/policies-procedures-guidelines/annual-reports
- Governance:
about.uq.edu.au/governance
- Key statistics:
pbi.uq.edu.au/ClientServices/UQStatistics/index.aspx
- Organisation chart:
about.uq.edu.au/files/5643/org-chart.pdf
- Research at UQ:
research.uq.edu.au
- Strategic Plan 2022–2025:
about.uq.edu.au/strategic-plan
- UQ Global Strategy:
global-strategy.uq.edu.au
- UQ Reconciliation Action Plan:
about.uq.edu.au/reconciliation/plan
- UQ Aboriginal and Torres Strait Islander Employment Strategy:
staff.uq.edu.au/files/24066/uq-indigenous-employment-strategy-2019.pdf





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