

**ART GALLERY OF NEW SOUTH WALES**

**POSITION DESCRIPTION**

**POSITION TITLE:** Teacher Lecturer

**Division:** Curatorial Services

**Branch:** Public Programmes

**Location:**

**Family Name of Position Holder:**

**Initials:**

**Signature:**

**POSITION TITLE OF SUPERVISOR:**

Senior Coordinator of Education Programs

**Family Name of Supervisor:** Sharp

**Initials:** T

**Signature:**

**CHIEF EXECUTIVE OFFICER OR DELEGATE**

**Signature:**

**Date Position Document Approved:** / /2004

**For Office Use Only**

**POSITION NO:** PP

**CLASSIFICATION:**

**GRADE:**

April 2004

**1. PURPOSE OF POSITION**

This primary purpose of the Teacher-Lecturer position is to deliver engaging and relevant education programmes about the Gallery’s permanent collection and temporary exhibitions. The position primarily addresses secondary school students and teachers but also audiences including K-6 and tertiary students and adults. Teacher-Lecturers provide engaging interpretive and educational programmes which explore issues relevant to the Gallery and selected New South Wales Department of Education curriculum.

**2. ORGANISATIONAL RELATIONSHIPS**

**(i) Position Title(s) of Supervisor(s)**

Senior Coordinator of Education Programs  
Curator Brett Whiteley Studio

**(ii) Position Titles which also report to Supervisors identified in (i) above**  
Teacher-Lecturer Co-ordinators

**(iii) Titles of Positions That Report to This Position**

NA

**3. ORGANISATIONAL CONTEXT OF POSITION**

The position holder is a team member of the Public Programmes Department which sits within the overall Curatorial Services Division. Public Programmes develops, organises and implements wide ranging programmes to foster interest in the Gallery’s permanent collections and temporary exhibitions, educating the existing audiences and attracting new ones.

**4. NATURE AND SCOPE OF POSITION**

**A. WORK PERFORMED**

The position works closely with the Co-ordinator of Secondary Schools Programmes who supervises the content and delivery of the education programmes.

The focus of the position is to:

Deliver Discussion Tours and Studio Workshops which explore, interpret and contextualise the exhibitions and collections at the Gallery as well as engender an appreciation and enjoyment of original art objects, the gallery as a public resource and the value of the Visual Arts.

Deliver educational programmes targeted toward key education groups (primarily secondary school students and teachers), adult audiences and Art Gallery Society members, providing them with engaging and relevant material and experiences.

Maintain on-going research of the Gallery's collection, temporary exhibitions, museology, visual arts education and other related areas.

Facilitate the collection and communication of feedback to the Co-ordinator of Secondary School Programmes on the appropriateness and suitability of programmes for the education audiences they are engaging.

Attend and contribute to quarterly Teacher-Lecturer professional development meetings.

Support and assist Co-ordinators in the Public Programmes Department with general education and administrative duties as required.

**B. CHALLENGES/PROBLEM SOLVING**

To have an exceptional understanding of the Art Gallery's Collections, exhibitions and audiences due to their ever changing scope and diverse nature.

To deliver relevant content and programmes that meets the Gallery audience's diverse educational and social experiences.

To maintain a high quality of programme content and delivery in a dynamic and ever changing museum environment.

To operate as a reliable, adaptable and flexible team member, with the ability to operate independently when required while operating within diverse gallery environments including the Public Programmes Offices and the Gallery floor.

To have excellent communication and interpersonal skills with a wide range of audience, museum and visual arts professionals both within and outside the gallery environment.

**C. DECISION MAKING**

Independent decision making is required while delivering programmes on the Gallery floor to key audiences, in order to respond to the Gallery environment or the specific needs of that audience during their engagement.

**D. COMMUNICATION**

A high level of communication and interpersonal skills with both individuals and groups from diverse backgrounds are key elements of this position.

The position holder in the preparation and delivery of Gallery education programmes may communicate with:

Co-ordinator of Secondary School Programmes

Head of Public Programmes

Other Public Programmes Co-ordinators

Other Teacher-Lecturers

Public Programmes Bookings Officers

Gallery Service Officers

Museum and Visual Arts professionals and educators

Other audiences when required

**E. POSITION DIMENSIONS**

NA.

**F. KEY ACCOUNTABILITIES**

1. Research the Gallery's collection and temporary exhibitions
2. Develop and deliver educational programmes for specific audiences.
3. Maintain and fulfil the mission and objectives of the Public Programmes Department.
4. Represent to the highest standards, the Art Gallery of New South Wales both internally and externally to all members of the public.
5. Advocate to schools and the public the importance of the Gallery and its role in both education and the broader visual arts.
6. Adhere to the New South Wales Government laws and the Gallery's policies and guidelines with regard to child protection.
7. Operate as a flexible, adaptive team member in the Public Programmes Department.
8. Attend all Teacher-Lecturer professional development meetings within reason.
9. Reliability, punctuality and preparedness for all programmes scheduled to deliver.

10. Accessible and contactable on a regular basis via phone and/or email to the Public Programmes Bookings Office and the Co-ordinator of Secondary School Programmes.

5. **KNOWLEDGE, SKILLS AND EXPERIENCE**

Tertiary qualification in Visual Arts / Fine Arts and /or Visual Arts Education as well as knowledge of Australian and International art history is essential.

Experience in developing, implementing and delivering art education programmes in an educational context with a minimum of 2 years teaching experience is essential.

Excellent communication skills (both written and verbal) and interpersonal skills is essential.

The ability to determine the most appropriate strategies to introduce and engage a given audience with the Gallery's collections and temporary exhibitions is required.

A high level of research, organisational and time management skills are required.

Understanding of K-12 art education, tertiary art schools, museology and the broader art world is required.

Knowledge of museum education practices and an understanding and awareness of the Gallery's target audiences is desired.

Computer skills including a working knowledge of standard word processing, internet, email and online research catalogues is desired.