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**POSITION DESCRIPTION**

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**POSITION TITLE: Support Artist**

**EFT: Casual**

**REMUNERATION: $30.00 per hour**

**REPORTS TO: Coordinator / Creative Producer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PURPOSE OF POSITION**

To work in conjunction with the Facilitating Artist in providing a high quality and engaging program of performing and visual arts that aligns with Arts Access Victoria’s position as the peak body for disability arts in the State and in line with our status as a producer organization.

**TERMS OF EMPLOYMENT**

This position is a casual contract employee of Arts Access Victoria and is covered by the Arts Access Victoria Enterprise Agreement 2004.

**LOCATION**

The position location is program dependent.

# ABOUT ARTS ACCESS VICTORIA

Established in 1974, Arts Access Victoria has since become the state’s leading arts and disability organisation, dedicated to an ambitious agenda of social and artistic transformation for people with a disability, the communities in which they live, and the arts sector in which they aspire to participate without barriers. The organisation achieves this vision through: disability led advocacy; the delivery of outstanding community arts and cultural development programs for people with a disability; professional development programs for artists with a disability aimed at securing employment outcomes and best practice industry development initiatives that drive the engagement of organisations across the arts, disability and community sectors. Information about the organization can be found at [www.artsaccess.com.au](http://www.artsaccess.com.au)

# ENVIRONMENT

Arts Access Victoria is committed to a friendly, relaxed and open workplace. Employees are expected to contribute organisation-wide, not just to their own program.

All Arts Access Victoria employees are expected to embrace our mission, and work towards best practice in regard to increasing access to the arts for all Victorians.

Arts Access Victoria is an equal opportunity employer. We strongly encourage people with a disability and/or people from a culturally and linguistically diverse background to apply. If you require assistance with your application please contact us. A position description is available in alternate formats if required including Braille, CD, Large Print and Plain English.

**EMPLOYMENT SAFETY SCREENING**

Please note that employment safety screening is undertaken for all positions within the organisation as part of its contractual arrangements with government. All employees are obliged to fully disclose relevant information and screening is undertaken as part of recruitment procedures.

**MAJOR TASKS:**

1. Be open, participatory and enthusiastic
2. Assist Deaf and Disabled artists in the project activities through direct interaction, involvement, encouragement and where required, co-active support.
3. Discuss with the Facilitating Artist(s) and other support staff the creative processes, structure and requirements of the day’s project.
4. Assist the Facilitating Artist(s) in setting up and cleaning up art materials, ensuring that the premises are left in a clean and orderly manner
5. Assist in the development of each participant’s Individual Creative Plan (ICP)
6. Support end of day reporting where appropriate
7. Report behaviours of concern, incidents and complaints via the appropriate protocol
8. Assist Deaf and Disabled artists with personal care requirements, including meal management and bathroom support as appropriate
9. Supervise participants arrival to and departure from the studio venue, or offsite studio location
10. Manage behaviours of concern, using consistent strategies developed in consultation with Coordinator/Creative Producer, residential care givers and family members.
11. Attend meetings and or training as required by the Coordinator/Creative Producer

**SELECTION CRITERIA**:

Specialist skills, knowledge and attitudes:

* A philosophy that demonstrates a commitment to the social model of disability
* Demonstrated experience in arts & culture and/or inclusive arts projects
* An understanding and commitment to the studio participants taking responsibility for the artistic direction of the project(s) and their own professional development

Interpersonal skills:

* Ability to creatively solve problems through discussion, negotiation and teamwork
* Ability to work collaboratively with staff and participants alike
* Confident to professionally represent AAV in a range of settings, as required
* Excellent spoken and written communication skills, and ability to present clear and concise reports

Qualifications and experience:

* Relevant Tertiary qualification in disability support, or experience working with Deaf and Disabled individuals in an inclusive practice framework
* Level 2 First Aid certification is an advantage

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