

RUNWAY

AUSTRALIAN EXPERIMENTAL ART

Events & Workshops (Sydney based)

Events and Workshops is an exciting role for someone who wants to activate Runway in real time. You will take up opportunities for Runway to be involved in external events and work with issue editors to launch and promote issue launches and conversations projects. You will also deliver meaningful development opportunities for a broad range of emerging creatives through engaging Workshop programs – growing Runway’s database of contributors and also providing platforms for emerging writers and artists.

This is a great role for someone who wants to gain experience in event and workshop organisation and who is interested in mentoring and developing emerging creatives.

Responsibilities:

- + Work with Development to identify key goals and relationships to pursue in 2018
- + Budget management
- + Seek and respond to timely, relevant and significant collaborative opportunities to generate events
- + Work with issue editors to visualise and deliver issue launches
- + Create opportunities for Runway Board Members to gain professional development and mentoring with industry leaders
- + Develop professional and mentor opportunities for young writers and artists
- + Effectively plan and produce workshops for a range of attendees, in response to KPI’s
- + Maintain contact with all attendees, create and develop a community of writers who will be able to feed back into Runway

Desirables:

- + Well-spoken and outgoing
- + Enthusiastic about the arts and arts writing and providing opportunities
- + Highly organised
- + Extensive knowledge of, and connections with a broad range of venues, businesses and organisations in the arts
- + Experience in event planning and management
- + Invested in the mentorship and development of emerging creatives

Email Talia at talialia@runway.org.au for more information or if you have any questions.