

Position Description

Job Title	Production Manager
Reports to	Executive Producer
Location	Speak studio, Thornbury/DAC, Preston/Other
Salary Details	\$55,000 pro rata
Position type	EFT 0.2 (four days per month)
Employment duration	3 year contract, starting February/March 2022, with extension dependent on performance.
Entitlements	9.5% superannuation, work cover and leave conditions apply, in addition to salary. Some out of hours work is expected.

About Speak Percussion

Speak Percussion (*virtuosic & adventurous* – New York Times) is one of Australia's leading arts organisations; it employs Australia's finest creatives and has a 21-year history of commissioning, performing and creating award winning new interdisciplinary music work. Ranging from solo concerts to massed sound events, Speak Percussion's projects are ambitious and risk-taking and are presented throughout the world in prestigious venues and Festival contexts.

About the Position

The Production Manager contributes towards the smooth and safe preparation and delivery of Speak Percussion creative developments, performances, recordings and tours. The role works within a small permanent team as well as project specific teams to understand and deliver the artistic brief, liaising with artists, performers and venue staff during the process. It also involves the upkeep of Speak's studio and warehouse facilities.

This role suits an individual who has a range of technical abilities and a passion for problem solving within a multimodal and collaborative artistic setting. Prior experience or a keen interest in sound production is highly desirable. This role is flexible hours and can accommodate the applicants other professional activities.

The Production Manager will be a champion for workplace health and safety.

Location: Speak Percussion has an office at the Darebin Arts Centre, Preston a studio facility in Thornbury and storage in Thomastown but a proportion of the work might be completed from home or other performance venues.

Work hours: Whilst this is a four-day per month position, flexibility in the hours and days worked will be key. Additional employment, particularly during periods of peak activity may be offered to supplement the role.

Selection Criteria

- Enthusiastic production manager with an interest in music, performance and experimental arts
- Technical competency in staging, lighting, audio and performance logistics
- Understanding of Workplace Health and Safety legislation related to live performance and music
- Current Victorian driver's licence

Desirable

- Knowledge of theatrical technology, procedures and norms
- Knowledge of percussion instruments and audio engineering

Skills

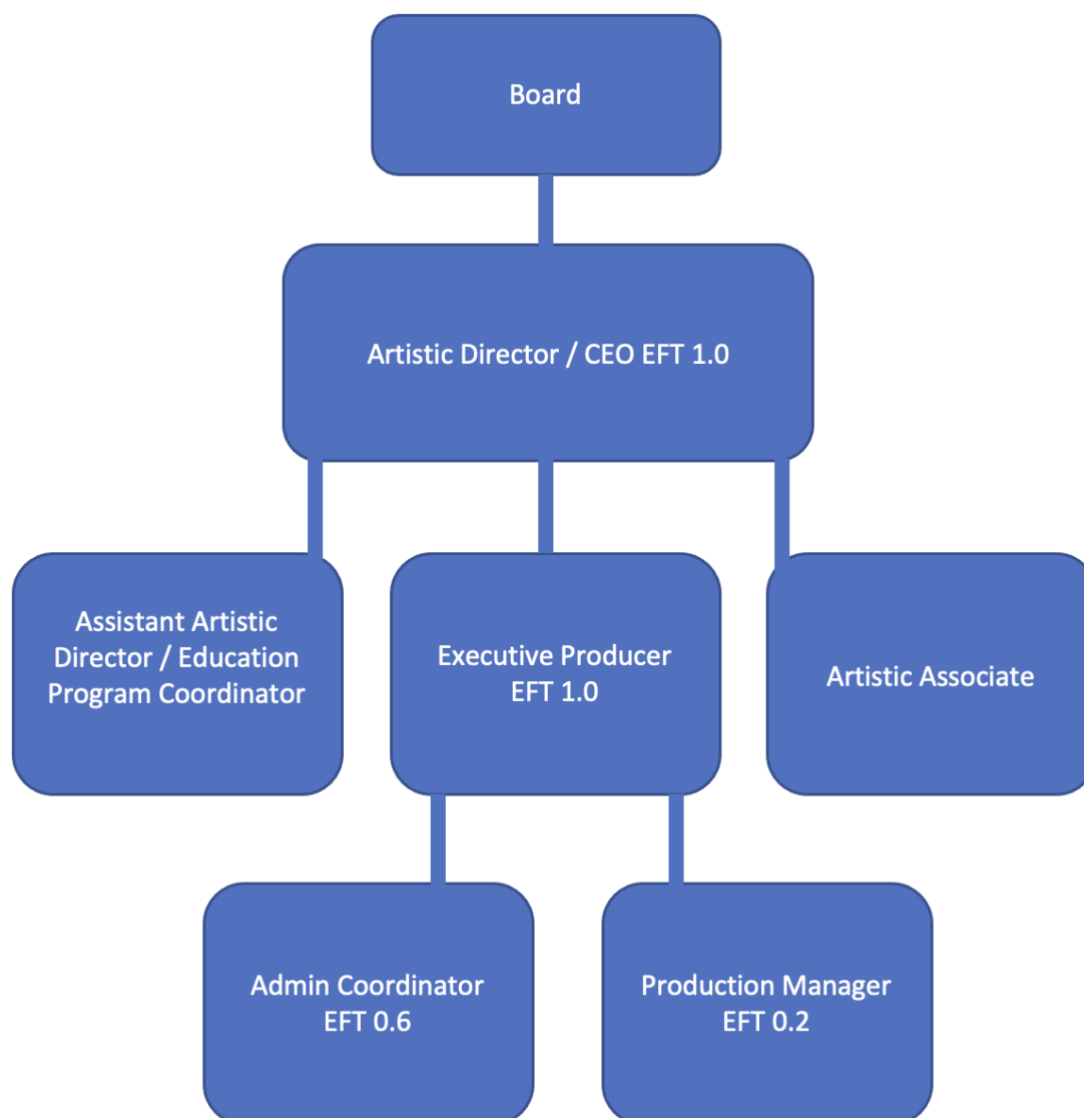
- Excellent communication skills
- Strong organisational skills
- Solid interpersonal skills
- Ability to work independently and show self-initiative
- Solid computer literacy across a range of platforms

Personal Characteristics

- Proactive and collaborative
- Interest in keeping abreast of new technology and ways of working to deliver live events
- Consistency and attention to detail
- A positive and enthusiastic demeanour
- Thrives in a dynamic and changing environment and can prioritise accordingly
- A genuine passion for contemporary performing arts

This position would suit an enthusiastic and energised production graduate or similar.

Reporting Lines



Applications should include an up-to-date C.V. (including references) and a cover letter addressing the Selection Criteria submitted as a PDF via email to Artistic Director Eugene Ughetti at Speak Percussion – eugene@speakpercussion.com by COB Friday the 25th February 2022.

Interviews will be conducted after hours in late February early March 2022.

For enquiries regarding this role or Speak Percussion please contact Eugene Ughetti on 0401 079 173 or eugene@speakpercussion.com