

TĀWHIRI | festivals and experiences

*Tuia te rangi e tū iho nei,
Tuia te papa e takoto ake nei.
Tuia rātou ka riro i te ara whānui,
I te Muriwaihou, i te pō tiwha,
I te pō e okioki ai te moe.
He maimai aroha tēnei mō rātou kua ngaro,
He maioha ki a tātou e te hunga ngākau nui
ki ngā toi waihangatanga mai a te tangata.
Haere mai rā e te wairua auaha
E te hinengaro mārama,
E te tinana mātau, e te ringa rehe.
Whāia kia tutukitia ngā wawata
Ngā tumanako mō ngā toi, mō ngā titonga
E puta ai te ngākau o te tangata whenua.*

POSITION DESCRIPTION – DIRECTOR NGĀ TOI MĀORI

Tāwhiri is the creative force behind festivals and experiences in Te Whanganui-a-Tara, Wellington including:

Wellington Jazz Festival	An annual jazz festival	18-22 November 2020
Second Unit	An annual interactive theatre experience	TBC 2021
New Zealand Festival of the Arts/ Te Taurima o Aotearoa	A biennial multi-arts festival	Feb/March 2022
Lexus Song Quest	A biennial singing competition	TBC 2021

This is a permanent position from August/September 2020 (start date tbc). Flexible working is possible including working remotely and hours can be negotiated - currently several permanent staff are working 0.8 FTE due to Covid-19. If working remotely, the Director Ngā Toi Māori must be prepared to travel to Wellington regularly and be based in Wellington full-time for key periods of pre-production and production as agreed in advance with the Executive Director.

OUR VALUES: HE TĀNGA MANAWA

- *Manaakitanga*: uplifting the mana of all people through care, nurture and respectful relationships.
- *Pūkengatanga*: the pursuit of excellence in all our endeavours.
- *Whanaungatanga*: weaving together a team to create strength, trust and flexibility.
- *Kotahitanga*: standing together with shared purpose and values.

PURPOSE OF THE POSITION

Kua whakatūria e Tāwhiri tētahi tūranga whakahaere mō ngā kaupapa toi o te tangata whenuatanga. Mā tēnei tūranga whakahaere e whakarite i tētahi mahere, māna hoki e ārahi te whakatinanatanga, te whakatutukitanga hoki. Ā, ka noho tēnei tūranga i waenga i te rōpū whakahaere o Tāwhiri, ā, ka mahi ngātahi ia hoki i waenganui i a rātou, hei rōpū kotahi.

The Director Ngā Toi Māori is part of the Leadership Team of Tāwhiri. The Director Ngā Toi Māori will be responsible for leading the programming of works by Māori and indigenous artists.

This new role will help shape the future direction of Tāwhiri and of its current events and forthcoming projects, embodying and enabling the company values, achieving its strategic objectives, and playing a key role in realising the outcomes outlined in its recently adopted Interculturalism Policy developed by Tāwhiri Trustee Te Ahukaramū Charles Royal (copies available on request).

In collaboration with the Creative Director and supporting the Guest Curators, the role is responsible for the conception and delivery of a programme of Māori and other indigenous artists and events to take place in the New Zealand Festival of the Arts, and across Tāwhiri's other events/festivals. The role may take the creative lead in the development of new initiatives under the Tāwhiri umbrella.

This role will advocate within the company for the success and empowerment of Māori and indigenous artists.

SKILLS REQUIRED

Knowledge:

- Excellent understanding of Mātauranga Māori and Māori artists and artforms in Aotearoa
- Strong networks and relationships with Māori artists in Aotearoa
- Some knowledge but ample curiosity about indigenous artists worldwide
- Competency in te reo Māori is helpful but not essential

Leadership:

- Demonstrated ability to work as a member of a high performing team / kaupapa
- Highly collaborative leader
- Demonstrated ability to see a concept through to delivery (eg make ideas happen)
- Creative and imaginative thinker
- A proactive and effective communicator
- Passionate about developing improved, equitable and inclusive formats and practices for artists and audiences in a festivals and events context

Operational Skills

- Strong live events producing and arts administration skills
- Excellent administrative and organisation skills
- Keen attention to detail and achievement of accuracy
- Strong budget management skills
- Excellent time management and forward planning skills
- Comfortable with digital and online systems
- Strong office software skills including Word, Excel, Outlook (or equivalent).

ROLE FUNCTIONS

Leadership Team Member

- Responsible for delivering the Trust's overall strategies and planning as a Leadership Team member
- Responsible for contributing to regular Leadership Team meetings. Provide reports to the Tāwhiri Board upon the request of the Executive Director
- Provide planning, scoping and reporting documents as required

Programming

- In collaboration with the Creative Director (and Guest Curators and other members of the programming team as appropriate), programme and deliver artistic programmes for Tāwhiri events
- Specifically, lead the programming of works by Māori and other indigenous artists
- Develop the programme with consideration for the Festival's access, education and other programming initiatives
- Prepare regular updates for and contribute to Programming Meetings (managed by Head of Programming)
- Act as a spokesperson for relevant parts of the programmes for earned and owned media (eg social media platforms), internal and external events
- Contribute copywriting direction / creative input / approvals for marketing and communications materials for relevant parts of the programme as required
- Provide ideas for investment / fundraising / cost-savings where relevant and provide information for applications and reporting as required

Producing

- There is some hands-on producing work in this role, particularly at the commencement of projects / programmes when there is a condensed team
- With the support of the Programming team:
 - manage communication, negotiation and contracting of artists within an agreed programme scope and budget (approved by Executive Director)
 - develop fully costed event budgets in collaboration with Head of Technical and Production and Head of Marketing, Audience and Partnerships (ticketing and revenue)
 - scope requirements for logistics, production and staging (in collaboration with Head of Technical and Production)
 - deliver other requirements as necessary for relevant projects.
- provide strategic producing and/or artistic direction support to artists on an ongoing basis, where required and appropriate
- Use Tāwhiri's existing systems and processes for the delivery of events.

Relationship Management

- Cultivate meaningful connections and build relationships between Tāwhiri and Māori and other indigenous artists in Aotearoa, the Pacific and worldwide
- Keep up to date and informed about the arts sectors in Aotearoa, the Pacific and worldwide
- Ensure relevant contact lists are comprehensive and up-to-date on Tāwhiri's databases

Interculturalism

- In collaboration with the Director Intercultural Development, help ensure Tāwhiri processes are respectful and responsive to cultural and creative practices of Māori and other indigenous artists – support them to achieve excellent artistic and cultural outcomes.
- Work with the Head of Programming and Director Intercultural Development to ensure Māori and other indigenous artists are appropriately supported by the Programming, Technical and Audience teams in the development and staging of their work.
- Work with the Head of Marketing, Audience and Partnership teams and Interculturalism Director to consider the specific needs and audience development of Māori, indigenous and other audiences.

REPORTS

The role does not currently have any direct reports and is supported by the Programming Team.

ACCOUNTABILITY

The Director Ngā Toi Māori collaborates with the Creative Director on the artistic programme and reports the Executive Director.