

Business Development Manager – ‘New Craft Made in Victoria’ project

Craft Victoria is seeking applicants for a new part-time contract position (\$25,000) for the role of Business Development Manager.

The Business Development Manager will collaborate with project partners Victorian Tapestry Workshop and Zoos Victoria in the delivery of ‘New Craft Made in Victoria’.

This project is funded by Arts Victoria as a Sector Development Partnership initiative, which is part of the Government's commitment through the Creative Capacity + policy for the arts, to develop artists, ideas and knowledge.

In particular ‘New Craft Made in Victoria’ aims to:

- assist in the formation of a larger market for contemporary Victorian craft
- increase public access to Victorian craft and
- support the development of new business skills by craftspeople.

The role will do this by developing business briefs with the project partners, and then matching those briefs with craftspeople (principally Craft Victoria members), to make craft objects for retail. It is expected that up to five craft products will be established in the market place during the life of this project. It is anticipated that the first product will be made for retailing at Healesville Sanctuary.

The Business Development Manager will be based at Craft Victoria (e.g. one day a week) and will liaise offsite with the project partners and craftspeople as required.

A sum of \$25,000 is available based on \$50 per hour, to include self management of relevant insurances, taxes and other directly associated employment costs.

To apply

Applications addressing the selection criteria in the position profile must be emailed (only) to Joe Pascoe, CEO & Artistic Director, Craft Victoria, jpascoe@craftvic.asn.au by 4pm Monday 16 March 2009. Your application must contain a statement addressing the selection criteria, a resume and contact details for two referees.

Position Description

Position:	Business Development Manager
Reporting to:	CEO & Artistic Director, Craft Victoria
Engagement:	<p>Part-time contract from March 2009 to end 2009. The role is being offered as a contract based on an average of 10 hours per week at \$50 per hour, with the contractor managing their own superannuation, taxes and relevant insurances. The total sum thus available is \$25,000.</p> <p>The position will be based at Craft Victoria, 31 Flinders Lane, Melbourne, 3000.</p>
Position purpose:	<p>To implement the 'New Craft Made in Victoria' project.</p> <p>This project aims to create craft and design products for retail, engaging professional members of Craft Victoria who will work to commercial briefs devised by the project partners.</p> <p>'New Craft Made in Victoria' is funded through Arts Victoria, and is led by Craft Victoria, with support from the Victorian Tapestry Workshop and Zoos Victoria.</p>
Selection criteria:	<ul style="list-style-type: none"> • Demonstrated ability to work with artists and cultural organisations. • Excellent negotiation and communication skills. • Comprehensive understanding of the craft/design retail sector. • High level project management skills. • (Preferable) knowledge of the manufacturing sector in Victoria.
Key challenges:	<ul style="list-style-type: none"> • Managing a creative business development process that includes stakeholders such as craftspeople, cultural organisations and retail outlets. • Providing mentoring to participants, especially with regard to commercial briefs as required by the project partners. • Overseeing a product development process that results in high quality craft for retail sale. • Overseeing the development of appropriate commercial and legal frameworks for the venture that are ethical and financially fair. • Devising distribution networks and basic marketing messages.
Freedom to act:	<ul style="list-style-type: none"> • Self manages, in consultation with supervisor. • Solves problems on an ongoing basis, with self-initiated reference to supervisor. • Acts in consensus with weekly team meetings.
Values:	<p>All Craft Victoria staff:</p> <ul style="list-style-type: none"> • Treat each other with respect. • Act with integrity. • Support the mission of the organization.