



ABOUT THE WESTERN AUSTRALIAN MUSEUM

The WA Museum’s mission is to inspire curiosity to explore the past, question the present and shape the future.

Our work is diverse and collaborative; it is local, national and global. We aspire to be a valued, used, and admired organisation by all Western Australians and the world.

WA Museum manages eight locations throughout Western Australia, including the award-winning Boola Bardip in the Perth Cultural Centre. We have a team of dedicated curators undertaking a wide range of research and caring for more than eight million objects for the benefit of future generations.

The Museum is a Statutory Authority within the Department of Local Government, Sport and Cultural Industries (DLGSC).

OUR MISSION

Inspiring curiosity to explore the past, question the present and shape the future.

OUR VISION

An informed and engaged community working together for a better future.

OUR VALUES

Respectful

Inclusive

Accountable

Enterprising

Recognition of Aboriginal and Torres Strait Islander peoples as the First Peoples of Australia.

ORGANISATIONAL PILLARS

1

Sustainability

2

At the Heart of the Community

3

Aboriginal and Torres Strait Islander Peoples

4

State-wide



**WESTERN
AUSTRALIAN
MUSEUM**

Department of Local Government,
Sport and Cultural Industries

JOB DESCRIPTION FORM

DETAILS

Position Title

Manager Learning and Engagement

Position Number

14587

Classification Level

Level 5 (L5)

Award/Agreement

Public Service Award 1992 / PSGO CSA GA

Directorate

Engagement

Branch/Team

Collections and Research / Operations

Physical Location/s

WA Museum Boola Bardip, Perth

REPORTING RELATIONSHIPS

Position reports to

Manager WA Museum Boola Bardip, L7

Positions reporting to this position

- Learning & Engagement Assistant, L2 (x4)
- Learning & Engagement Supervisor, L3
- Learning & Engagement Officer, L4 (x5)
- Creative Producer, L4

PURPOSE OF THE POSITION

The Manager, Learning and Engagement's primary role is to enhance the Museum's profile through the development, implementation, and evaluation of high-quality cultural programs, experiences and resources that positions the Museum as an exciting and activated contemporary Museum.

The role actively contributes to program development and also manages and administers the team responsible for the creation of experiences, which enhance and extend the museum visit, including holiday programs, educational visits, late night music, special events, digital content, talks and other engagement programs.

The core audiences for this role include students, families, adults of all ages, early learning groups, visitors with special needs, as well as visitors from outside of Western Australia.



This role will significantly contribute to the New Museums digital transformation ensuring that the cultural education programs employ digital technology to create more holistic and engaging visitor experiences. The Manager, Learning and Engagement is also part of the Site Management team and contributes to creating a vibrant and engaged Museum.

STATEMENT OF DUTIES

- Manages the performance and professional development of the Learning and Engagement team at the WA Museum Boola Bardip.
- Manages the Team's human, financial, physical, and technological resources.
- Develops and delivers high-profile quality public programs, events and experiences for a wide audience, relating to the Museum exhibition and collections.
- Manages and implements promotional and marketing opportunities for Learning and Engagement programs in consultation with the marketing team.
- Manages and establishes the development of strategic partnerships that support the growth and development of Learning and Engagement programs.
- Works in partnership with the teams within the Engagement Directorate to develop and integrate Learning and Engagement programs and products.
- Participates in Museum projects and the broader Operations teams requirements.
- Develops, monitors, and controls the budget for the Learning and Engagement team in consultation with the Manager of WA Museum Boola Bardip.
- Develops and implements business plans in consultation with the Manager WA Museum Boola Bardip for the Learning and Engagement team to improve and enhance the overall visitor experience.
- Keeps abreast of trends and developments in Museum and education programming, in particular, an understanding of developing digital initiatives.
- Other duties as required with respect to the scope of the position.



WORK RELATED REQUIREMENTS

Essential

1. Demonstrated experience working in a large-scale cultural setting such as a museum, gallery, festival, cultural heritage, or arts organisation, in a creative programming role.
2. Knowledge and experience in understanding of all the stages of program production, including a strong understanding of program evaluation.
3. Demonstrated experience in effective team management, and the capacity to lead and work with a small and creative team that works in cross-team initiatives.
4. Demonstrated high level interpersonal skills and relationship development, including the ability to communicate with staff, government agencies, community groups, and other organisations.
5. Ability to manage conflicting priorities, working under tight timelines, and resolve challenges to meet organisational outcomes.
6. Ability to plan, develop and implement visitor-oriented programming and events, including program and education product development.
7. Ability to apply the principles of risk management, occupational safety and health, and equity and diversity principles and practices in the context of this position.

Desirable

1. Experience in working with youth, people with disabilities, and the ability to interact sensitively with Aboriginal people and diverse cultural groups.
2. Qualifications in education, museum, or arts management, and business development.
3. Working understanding of the Western Australian and national curriculum, and how it relates to Museum programming.
4. Working understanding of designing digital and media content, as it relates to program development.



Department of Local Government,
Sport and Cultural Industries

JOB DESCRIPTION FORM

SPECIAL CONDITIONS

- Work outside normal business hours and on weekends is required.

APPOINTMENT IS SUBJECT TO

- Eligibility to Work in Australia.
 - A current (within six (6) months) National Police Clearance Certificate.
 - A Working with Children Check (WWCC) will be required.
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