



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 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 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
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MUSEUM**

Department of Local Government,
Sport and Cultural Industries

JOB DESCRIPTION FORM

DETAILS

Position Title

Creative Producer

Position Number

13330

Classification Level

Level 4 (L4)

Award/Agreement

Public Service Award 1992 / PSGO CSA GA

Directorate

Engagement

Branch/Team

WA Museum Boola Bardip / Learning and Engagement

Physical Location/s

WA Museum Boola Bardip, Perth

REPORTING RELATIONSHIPS

Position reports to

Manager Learning and Engagement, L5

Positions reporting to this position

- Nil

PURPOSE OF THE POSITION

The Engagement Officer's primary role is to develop, implement and evaluate high quality programs, experiences and resources that are relevant to the collection at the Western Australian Museum. For this purpose, the Engagement Officer is required to become familiar with the content of the exhibitions and collections in the Museum.

The role plays an active part in the creation and implementation of visitor experiences (which enhances the Museum visit from concept to production), as well as the training of volunteers for delivery of these experiences.

The Museum is committed to growing the Aboriginal workforce as a part of WA Museum's strategic priorities. As a measure to achieve equality, Section 51 of the Equal Opportunity Act 1984 applies to this position. Aboriginal people are strongly encouraged to apply.



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STATEMENT OF DUTIES

- Develop, implement, and resource high quality programs, experiences, interactives, and interpretation relating to the Museum's displays and its collection for a wide audience.
- Work in partnership with the teams within Learning and Creativity to develop an integrated product.
- Assist with training and evaluation of volunteers, Visitor Services Officers, and other museum staff, as required.
- Participate in Museum project teams.
- Other duties as required with respect to the scope of the position.

WORK RELATED REQUIREMENTS

Essential

1. Experience in developing, implementing, and evaluating creative and innovative interpretative and engagement experiences for visitors, relevant to a museum environment.
2. Awareness of current interpretation and engagement methods for a variety of audiences, and how these have an impact on the overall visitor experience.
3. Ability to coordinate concurrent small-scale projects, including managing conflicting priorities and timelines, small budgets, and the ability to work well under pressure
4. Highly developed visual, written, and verbal communication skills.
5. Highly developed interpersonal skills, and a demonstrated ability to work both independently without supervision and as part of a team.

Desirable

1. Previous experience working within a museum or similar environment.
2. Interest in, and knowledge of, Western Australia's natural history and cultural heritage.
3. A relevant qualification in education, interpretation, or a museum-related discipline.



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SPECIAL CONDITIONS

- A Working with Children Check (WWCC) will be required.
- Some weekend or out-of-hours work may be required.
- A "C" Class driver's licence

APPOINTMENT IS SUBJECT TO

- Eligibility to Work in Australia.
- A current (within six months) National Police Clearance Certificate.