



POSITION DESCRIPTION - WAMA FOUNDATION LTD, EXECUTIVE DIRECTOR

POSTION TITLE: EXECUTIVE DIRECTOR

OVERVIEW OF ROLE:

The Executive Director will be responsible for the overall management and operations of WAMA, providing dynamic leadership and strategic direction to the overall organisation. Reporting directly to WAMA's Board of Directors, the Executive Director's primary role is to establish WAMA as Australia's National Centre for Environmental Art and develop the art and wildlife precinct to be of international standing. This includes operationalising the new site, managing the building and exhibition spaces within the gallery, and overseeing all aspects of policymaking, planning, organisation, staffing, marketing, finance, fundraising, and operations.

QUALIFICATIONS AND EXPERIENCE:

A minimum of 5 years senior leadership experience in a similar role, preferably within the not-for-profit, arts or cultural sector.

Demonstrated experience in strategic planning, organisational management, and financial oversight.

Strong knowledge and understanding of contemporary and historic art, Australia's natural environment, and cultural institutions.

Proven track record in fundraising, grant writing, and donor cultivation.

Excellent communication, interpersonal, and relationship-building skills and proven success working with a board of directors.

Ability to work collaboratively with diverse stakeholders, including artists, staff, board members, donors and community partners.

Relevant Bachelor's degree (or equivalent) and/or extensive experience.

KEY RESPONSIBILITIES:

1. Leadership and Strategic Direction:
 - Provide visionary leadership to WAMA, setting the tone and programming strategy for the organisation.
 - Develop and implement long-term strategic plans to position WAMA as a leading tourist destination for art and the environment.



- Collaborate with the board of directors to establish and achieve organisational goals and objectives.
2. Operational Management:
- Deliver an annual operations plan and budget for Board approval.
 - Oversee the day-to-day operations of WAMA, ensuring efficient and effective functioning of all departments.
 - Develop and implement policies and procedures to support the smooth operation of the gallery building and surrounding precinct.
 - Manage the budget and financial resources of WAMA, ensuring financial sustainability and accountability.
3. Fundraising and Development:
- Work closely with the board of directors to refine, develop, and implement a comprehensive fundraising strategy and program.
 - Identify and cultivate relationships with potential donors, sponsors, and funding partners.
 - Develop and submit grant proposals to secure funding for exhibitions, programs, and operational needs.
4. Exhibition and Collection Management:
- Lead the curatorial team to develop and deliver a diverse and engaging exhibition program.
 - Ensure the proper care, documentation, and preservation of the gallery's art collection.
 - Oversee the acquisition and deaccessioning of artworks in accordance with established policies and procedures.
5. Education, Community Engagement and Outreach:
- Lead the development and oversee implementation of an exciting program of public events and education/learning activities to engage the local community and visitors that sees constant growth in reputation and visitor numbers.
 - Foster partnerships and collaborations with community organisations, schools, and universities.
 - Represent WAMA at public events, conferences, and industry forums to promote the organisation's mission and vision.

ABOUT WAMA:

WAMA aims to be Australia's National Centre for Environmental Art, located at the foot of the Grampians (Gariwerd) National Park.

The centrepiece is a world-class gallery that has been created to inspire and enrich and provides the foundation for a new cultural precinct that is not simply a



new space for art. WAMA is a completely unique combination of art, natural science, Australian flora and fauna.

WAMA is many things: an art gallery, an endemic botanic garden and wetlands, a sanctuary for endangered native wildlife.

The WAMA Foundation is a not-for-profit organisation jointly funded by the Victorian Government's Regional Tourism Investment Fund, private philanthropy and donations.

WAMA will be open to the public in early 2025.

Visit: WAMA.net.au

SUBMISSIONS:

For further information please contact Paula Toal, WAMA's Operational Readiness Program Manager on 0419 754 544

Please submit your application by email info@wama.net.au by 20th May 2024.

NOTE: Appointment to this position is subject to passing a Working with Children check.

Please note that this position description is a general guide and may be subject to change based on the specific requirements of WAMA as it develops. For more information and to apply for the position, please refer to the official WAMA website or contact the appropriate department at WAMA.