

## Position Description

Position	First Nations Curator
Reports to	Head of Event Experience
Direct Reports	N/A
Department	Programming and Production
Status	Permanent, Full-time. Non-Award.

### Background

QMF is a pioneering music and cultural tourism agency dedicated to harnessing the transformative power of music for building stronger communities and a brighter future. Celebrating over 20 years of community transformation, QMF is at the forefront of driving social change through music. Originating as a state-wide biennial festival, we have evolved into an incubator for innovative music, cultural, and social programs. Our signature initiative, QLD Music Trails, pioneers music and cultural tourism by curating unforgettable experiences where renowned artists perform in breathtaking Queensland locations. We create a journey where music transcends boundaries, connecting people to their heritage and each other, as we embark on extraordinary adventures through the heart of Queensland's diverse landscapes

### Purpose

To engage communities throughout Queensland in collaborative processes of social, economic, and cultural development that draw on the unique power of music to create measurable outcomes.

- To elevate the cultural identity of Queensland through the co-creation of iconic, placemaking music events across the State.
- To facilitate collaboration between relevant arts sector organisations and
- Individuals to deliver our objectives in a manner that is high-quality, cost-effective and aligned to community aspirations

### Vision

QMF will be an essential part of Queensland's cultural and tourism ecosystems, co-curating and delivering enduring and impactful experiences for locals and visitors.

### Mission

To contribute to the vitality of Queensland through iconic music and cultural experiences that amplify our State's diverse identity and cultivate connection to our distinct places

### Values

Integrity	We do the right thing.
Tenacity	As collaborators, we accept the challenges of leading from the front.
Distinctiveness	We are trailblazers and we're inspiring everyone to join us.
Unity	We all rise together. We empower each other to reach our potential.

# QMF: QLD MUSIC TRAILS

## Position Purpose

The First Nations Curator is responsible for the effective coordination and presentation of First Nations projects, initiatives and events as part of the QMF events: Qld Music Trails, QMF Presents and Community Development Projects.

The Curator, working primarily to the direction of the Head of Event Experience for artistic leadership and directly with the First Nations Engagement Manager for cultural leadership. The Curator will manage allocated events through to successful completion including generating business cases, budgets, modelling revenue options, negotiating financial arrangements and contracts, and project managing the array of internal and external stakeholders involved.

The First Nations Curator will support the Programming & Production Team to ensure there is a First Nations lens that runs throughout all aspects of programming and has direct responsibility for the delivery of targeted First Nations programs and supporting the implementation of the First Nations Engagement Strategy.

## Responsibilities

Area	Responsibilities
Strategy	<ul style="list-style-type: none"><li>• In collaboration with the First Nations Engagement Manager, develop a strategic plan to enhance engagement with FN communities, including the establishment of artist residencies.</li><li>• In collaboration with GM Programming and Production, and Head of Event Experience:<ul style="list-style-type: none"><li>○ Develop and delivery of the First Nations representation in the artists program, where relevant.</li><li>○ Responsible for First Nations artist negotiations, including fees and contract terms and conditions, ensuring timely execution of contracts.</li><li>○ Contribute to the development of each Trail “personality” specifically with a First Nations lense.</li><li>○ Collaborate with external music industry bodies, e.g., QMusic, APRA to engage locally for First Nations community-based outcomes.</li></ul></li></ul>
Stakeholder Relationships	<ul style="list-style-type: none"><li>• Proactively seek opportunities to connect with community members and artists during events to strengthen relationships and stay informed about community needs and aspirations.</li><li>• Manage and maintain positive external relationships with traditional owners, elders, communities, artists, agents, arts organisations, local government representatives and community organisations to deliver an optimal audience experience.</li><li>• Manage relationships with artists and community around copyright and cultural protocols with integrity and authenticity.</li></ul>

# QMF: QLD MUSIC TRAILS

Area	Responsibilities
	<ul style="list-style-type: none"> <li>• Collaborate with community members to co-create meaningful and sustainable initiatives that contribute to cultural exchange and development</li> <li>• Ensure all communication and information sharing is effectively, timely and all stakeholders are well informed of changes and updates.</li> <li>• Liaise with Marketing and Communications team, ensuring accuracy across the First Nations event information for campaign development and management.</li> </ul>
Operational Lead	<ul style="list-style-type: none"> <li>• Work closely with the Producers on the First Nations artists for program development and delivery.</li> <li>• Manage the allocated components of the event budget and ensure the event is delivered within the allocated budget.</li> <li>• Regular attendance and active involvement in FN events, festivals, and cultural gatherings related to arts, culture, and tourism.</li> </ul>
Organisational requirements	<ul style="list-style-type: none"> <li>• Role model QMF values and demonstrate professional standards and ethical behaviour.</li> <li>• Comply with QMF policies and procedures, including Workplace, Health and Safety directives and practices and Employee Code of Conduct.</li> <li>• Maintain an environment that is respectful and inclusive, and free from harassment, discrimination, and bullying.</li> </ul>

## Selection Criteria

### Education/Certification/Essentials

- To perform this role, it is essential that the person who holds the position be an Aboriginal person and/or Torres Strait Islander person and is therefore a genuine occupational requirement under section 25 and 105 of the Anti-Discrimination Act 1991 (Qld)

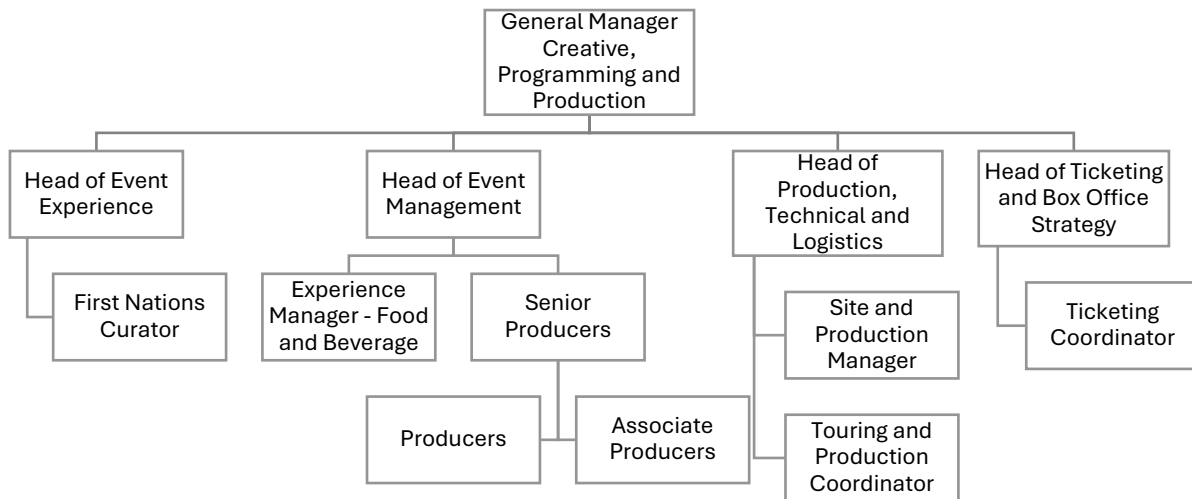
### Job Knowledge/Ability

- Experience in delivering or collaborating to a high-level on a music and/or program with substantial First Nations engagement/projects
- Sound knowledge of the First Nations music industry, performance and broader arts programming space, including but not limited to either relevant artists, companies, genres, trends, arts festivals, venues, arts centres, arts companies and artists, either nationally and/or internationally
- Proven ability and experience in conducting successful daily interactions with agents, promoters, venues and artists; including acting as a conduit between artists
- Ability and experience in developing and implementing project business cases and project budgets
- Experience working collaboratively with marketing and publicity staff to achieve successful outcomes
- Experience negotiating and preparing contracts with artists, agents, and/or arts organisations

# QMF: QLD MUSIC TRAILS

- Excellent oral and written communication skills including the ability to advocate for projects at a high level to a range of stakeholders
- Strong team and relationship management skills, including experience of conflict resolution
- Some previous experience in production management, stage management, and/or managing artist logistics is desirable.
- Excellent computer skills, including the Microsoft Suite and ability to work with other database, finance and event management software as needed.
- Flexible approach to working hours, including the capacity to work evenings and weekends.
- Foster a collaborative team environment where creativity, suggestions and ideas are actively encouraged.

## Reporting Relationships



## Key Stakeholders

Internal	External
Programming and Production Team	Aboriginal and Torres Strait Islander communities
Tourism, Government and Commercial Team	Arts and Cultural Sector
Marketing and Communications Team	Tourism Sector
QMF employees	Government (Local)
	Regional communities
	Non-Government Organisations (community organisations)
	Vendors, suppliers
	Contractors, sub-contractors

## Approval and review

Version 1	27 June 2024
Approval	GM Creative, Programming and Production
Review	July 2025