

Communications, Marketing and Development Manager

Part Time position – .8 FTE

Tutti Arts Inc is a dynamic multi arts organisation, working with a diverse community of people from disability and wider communities. Tutti's vision to take the work of artists with disability to the world is underpinned by a deep community arts and cultural development practice which seeks to address the social and professional isolation of artists

Tutti Arts is seeking a Communications, Marketing and Development Manager. Working with the Senior Leadership Team, the Communications, Marketing and Development Manager is a strategic role aimed at raising the profile of Tutti Arts, supporting our fundraising strategy, and promoting Tutti's expertise and experience in all the services we provide. This is a new position and the role is anticipated to develop as new opportunities are identified. We require an experienced multi layered thinker that will bring a lateral approach, networks and fresh ideas that support Tutti's vision and future direction. Knowledge of the NDIS and the South Australian Arts sector is a definite advantage.

Key Responsibilities areas are categorised under:

- Marketing and Media
- Communications
- Development in the areas of Donors, Philanthropy and Foundations and Sponsorship

Further details are provided in the Position Description attached (or contact Tutti Arts for a copy)

Qualifications and Experience - Essential

- Proven success in marketing and communications
- Proven experience in building and maintaining relationships with donors and sponsors
- Proven grant writing application experience

Desirable

- Understanding of the NDIS
- Experience in income generation
- Knowledge of the SA Arts Sector
- Knowledge of NFP sector

Salary: Social Community Home Care and Disability Services Industry Award Level 6, Step 1.
plus salary packing (or salary sacrifice with CBB)

Application Process and Selection Criteria

All applicants must provide a cover letter with their application, together with a separate document that responds to the following four selection criteria (maximum 2 pages), as well as submit a curriculum vitae that demonstrates professional experience and any academic qualifications.

Please address each point individually in your separate document. Applications will not be accepted without this attachment.

1. Previous marketing and publicity experience, including the development and execution of Marketing Plans.
2. Proven written and verbal communication skills including writing for online platforms and media.
3. Understanding of the NDIS and disability service organisations
4. Past experience with Giving Programs, Sponsorship and Philanthropy
5. Understanding of Tutti Arts and its future direction.

For further information please contact Jane Gronow, Tutti Arts Manager

Email jane.gronow@tutti.org.au or ph 08 84226511.

Applications due by COB Wednesday 1st March 2017

Please address your application to Jane Gronow, Arts Manager, and submit it to jane.gronow@tutti.org.au