https://curiousworks.com.au

Role: Community Arts Senior Creative Producer on a fixed term basis. Part-time at 3 days (0.6 FTE) or 4 days (0.8 FTE) per week.

Reporting to: CEO

Remuneration: $80,000 - $90,000 pro rata per annum + super

Type: Not-for-Profit & Community Arts Organisation

Location: Fairfield City HQ, NSW. We enjoy hybrid working arrangements. The team works from the office on Tuesdays and Wednesdays and from home on other days.

Terms and Conditions:

- The successful candidate will be appointed for one (1) year on a fixed term basis with a renewal option and extension dependent on funding. A three-month probation period applies.
- The successful candidate will be provided with a laptop for the duration of their fixed-term employment. It is expected that they will use their personal mobile for any phone calls when working from home.
- The successful candidate will undertake a working with children check at their own expense and present this to CuriousWorks before entering into their employment contract.

Applications Due: 11:59pm Monday February 2, 2026

Please submit a current CV and a 1-2 page cover letter telling us about yourself and describing your skills and experience with reference to the role to: applications@curiousworks.com.au.

Interviews will be conducted in early February 2026. A contract will be issued to the successful candidate in mid-February. The fixed term contract of employment will commence from March, 2025 and will be for a one (1) year period. An earlier or later start date can be negotiated with the successful candidate if needed.

Write to CuriousWorks CEO, Kiriaki Zakinthinos with any questions or to discuss any access requirements or reasonable adjustments at kiriaki@curiousworks.com.au.

About Curious Works

CuriousWorks exists at the intersection of contemporary multi-arts practice and community arts and cultural development. We work across art forms and disciplines.

We nurture the ideas and the potential of art makers and future cultural leaders. We believe in ethical and self-determined storytelling, and the integrity of process; engaging deeply and meaningfully with artists, audiences, communities, and collaborators to produce and present new Australian work and cultural experiences that speak to the hyper-local of our home grounds in South West Sydney, and resonate far beyond.

We do this through commissioning new local work, co-creating cultural experiences with communities and artists, providing arts education programs, generating leadership and skills development opportunities, creating employment pathways, partnering in research and cultural development initiatives, and advocating alongside our peers for systemic change.

CuriousWorks is a registered social enterprise and certified member of both Social Traders and SECNA (Social Enterprise Council of NSW and ACT). Through our social enterprise stream, we collaborate with clients and communities to deliver professional multimedia and community engagement services at competitive rates, while creating skills development and paid work opportunities for young people and early-career artists in South West Sydney.

With a decade-long legacy, we've been commissioned and engaged by councils, schools, community organisations and corporations to capture their stories and deliver a range of impactful bespoke pieces of content and creative engagement that educate, document, and offer opportunities for community creativity, collaboration, social bonding and skills development.

Our stomping grounds are the suburbs of South-West Sydney and we're proud of our longstanding presence and strong relationships in the region – with our peers, with local artists at every stage in their creative journey, and with youth and community service providers, government agencies, schools, and the broader community through years of program and project co-design, delivery, and evaluation.

Artist-led and dedicated to embedded long-term community engagement, our strengths emanate from a core staff and a network of creatives with deep connections to the localities we operate within and the communities we serve.

The Role

The Community Arts Senior Creative Producer is a key member of the CuriousWorks team. Reporting to the CEO, the role is responsible for working collaboratively with the team to co-design and deliver a number of CuriousWorks programs.

Key Responsibilities

Producing and Creative Direction

- Working with the CEO and Creative Producers to co-design and deliver an annual program of activities.
- Designing and delivering large and small-scale projects/programs as the project lead/Senior Creative Producer.
- Supporting the CEO and at times taking the lead on the company's grant-seeking, grant-writing, reporting and evaluation activities, as well as philanthropic and business development activities as they relate to artistic programs and projects.
- Supporting the CEO in reporting on artistic activities to the CuriousWorks Management Committee, where appropriate.

Company Operations and Admin

- Attend fortnightly staff meetings and key activities and events.
- Perform company data, CRM and file management, emails and other operational tasks as required.
- Comply with the Association's code of conduct, policies and procedures, governance, risk management and administrative systems.

Company Culture, Wellbeing + Professional Development

- Proactively nurture a positive work culture through clear, professional, responsive, and timely communication with teammates, and by working collaboratively across the team.
- Attend and participate in company-wide wellbeing initiatives.
- Proactively engage in self-directed professional learning opportunities.

Desired Skills and Experience

- Tertiary qualifications and/or significant industry experience (5+ years) in arts/cultural projects/program producing, including projects of scale with budgets of $150k and above.
- Demonstrated track record of developing and delivering successful arts/cultural projects/programs that are socially engaged, responsive to community needs and/or artist-led.
- Awareness of and experience in community arts and cultural development practice, including experience in working with marginalised and minoritized people and communities to co-create positive experiences and outcomes.
- Demonstrated experience effectively managing project budgets, timelines, deadlines and reporting requirements.
- Demonstrated experience working across multiple artforms including visual, performance and screen.
- Demonstrated experience in establishing and maintaining positive relationships with a variety of stakeholders (including artists, participants, arts worker peers, partner organisations and industry bodies).
- Solid networks and experience working in the Western Sydney arts landscape.
- Experience working within a team and in leading small teams.
- High-level verbal and written communication skills.