



Technical Secondments

1. [Technical Secondment - Management](#) (1 positions) – Estimated start in August

Position code: TEC-MAN

2. [Site Design Secondment](#) (1 position) – Estimated start in July

Position code: TEC-DES

About us:

Each September Brisbane Festival unites the city in a celebratory fusion of culture with a thrilling program of theatre, music, dance, circus, opera and major public events such as Sunsuper Riverfire. A \$16 million premier international event, Brisbane Festival is the biggest event of its kind in Queensland with over a million people coming together to join the festivities. With a core staff of approximately 15 and a Board of 10 Directors, Brisbane Festival builds to a peak in September with 80+ staff, 150+ contractors, 350+ volunteers, and 1500+ artists.

About Brisbane Festival Internship Program:

The Brisbane Festival Internship Program is a unique educational experience for applicants seeking insight into the operations of a large-scale, international, multi-disciplinary arts festival.

The Program is volunteer-based and offers roles across key Festival areas that are engaging, educational and designed to further an intern's skill set and professional network, resulting in improved employability.

You will find yourself in an exciting and energetic environment amongst a team of world-class producers, artists and professional colleagues working to deliver Queensland's premier cultural event.

1. Technical Secondment - Management (1 position)

Position code: TEC-MAN

This position will be to assist Technical Managers and Technical Coordinators in the lead up and execution of events.

Duties will include:

- Observing a number of Brisbane Festival 2019 events and productions in various venues.
- Assisting with the technical research into equipment, technologies, hire costs, operational standards as may be required for events and productions.
- Assisting the Technical Manager and Technical Coordinator in producing the running orders/schedules for stages at each event and production.
- Bumping in stage areas and setting up temporary backstage facilities

Selection Criteria:

Essential

- A team player who is passionate about the arts, events and safety.
- Possess high standards of written and verbal communication with technical team, venues and associated people relevant to projects
- Ability to research and liaise with industry peers, arts organisations, communities and suppliers.

Desirable

BRISBANE FESTIVAL

- A fast learner willing to adapt to a proven system of production and technical delivery
- Computer skills for Microsoft Office, Internet Explorer and CAD drafting including Vectorworks
- Knowledge of industry trends, technology and best practice

Approximate Placement Start Date: 05/08/2019

Approximate Placement End Date: 04/10/2019

2. Site Design Secondment (1 position)

Position code: TEC-DES

This position involves working on site design concepts for multiple Brisbane Festival 2019 sites. Duties will include:

Duties will include:

- Closely observing the Site Design Manager and Site Design staff on outdoor Festival sites.
- Assisting the Site Design Manager and Site Design staff in research, sourcing and purchasing of design elements as required.
- Assist the Site Design staff in the scheduling and planning for the installation of design elements on site
- Assisting in the bump-in of design elements.

Selection Criteria:

Essential

- A team player who is passionate about design, the arts, events and safety
- Ability to prioritise tasks and work to critical deadlines
- High attention to detail and strong organisational skills

Desirable:

- Skills in safe operation and handling of basic hand tools including battery operated power tools
- Knowledge of industry trends, technology and best practice
- Ability to research, source and purchase of design elements as required.

Approximate Placement Start Date: 29/07/2019

Approximate Placement End Date: 08/09/2019

Applications close 12 noon, Monday 24 June 2019.

HOW TO APPLY

Please apply by email only. Address your application to: interns@brisbanefestival.com.au including role title you are applying for and position code in the email subject. E.g. *Marketing Intern – MKTIM*

Please provide your résumé including a statement of up to 200 words indicating your motivations for seeking an internship in the arts sector and why it is important for you to intern at Brisbane Festival.

A cover letter is optional.

All applications are strictly confidential.

Brisbane Festival is an equal opportunity employer. Our vision is to have a team which reflects the breadth and diversity of Brisbane's population. We particularly encourage Aboriginal and Torres Strait Islander people to apply.

Privacy

The following is extracted from our Privacy Policy. If you wish to view the entire policy, please request a copy via the email address above.

3.3 Information for job applicants (including volunteers)

3.3.1 collection of your personal information

If you are applying for a job with us, you may be required to provide us with certain personal information, including your:

- Name
- Residential address
- Postal address
- Telephone numbers
- Email address
- Employment history
- Educational background

in person, over the telephone, by fax or email, as part of, or in relation to, your job application.

In considering your information, we may also collect information about you from the referees you nominate in your application.

3.3.2 Use of your personal information

We will only use your personal information for the purposes of considering your application and, if successful, your employment.

3.3.3 Disclosure of personal information

In considering your application, it may be necessary for us to disclose some of your personal information to third parties in order to verify the accuracy of that information. We will disclose only such information as is necessary in the circumstances.