



Alexandria Town Hall  
73 Garden Street, Alexandria NSW 2015  
(02) 9698 7133

## Chief Executive Officer - Job Description

Milk Crate Theatre is one of Australia's leading community arts and cultural development (CACD) companies, with an 18-year history of providing creative opportunities for people with lived experience of homelessness. We are based in the City of Sydney and work with a wide diversity of communities in the inner-city and western Sydney.

### Position Outline

In 2019, we are seeking a new Chief Executive Officer to lead the organisation through the development and delivery of its most ambitious strategy and artistic program to date. This is in line with our key strategic goals:

- **IMPACT:** Build confidence, skills and social connections
- **CREATIVITY:** Create new work using CACD best practice.
- **GROWTH:** Deliver our programs to as many participants as possible.
- **SUSTAINABILITY:** Ensure a sustainable business model

We are now looking for a leader with experience in the arts and/or community development sectors.

You will be responsible for the development, implementation and evaluation of the next stage of our strategic plan (post 2019), reporting to and being responsive to the input and feedback of the company's board of directors. The board includes members with experience from corporate Australia, independent business entrepreneurs, community organisations, corporate and private philanthropy, plus expertise in homelessness research and policy development

Over the last 2-3 years we have stabilised the company, refreshed and simplified its purpose and operations, and improved its risk management and governance. We have also restructured the company, maximising resources for program delivery, including social support.

You will be working with a committed team of permanent staff including Artistic Director Margot Politis, Creative Producer Lisa Walton and Production Coordinator Paul Walker. The core team of five also includes a part-time social worker, who ensures the safety and wellbeing of our participants. This team supervises and supports the engagement of 35-50 independent artists each year, who run our workshops and create our performances. You are also supported by a financial consultant and fundraising consultant, who are contracted for one-day a week with the company.

Salary is negotiable, but in line with the sector and size of the company. We'd ideally hire a CEO full time but would be open to a flexible arrangement.

The company's turnover is about \$600k pa and it has approximately 4 FTE.



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## Qualities and Experience

We expect the CEO to be a skilled stakeholder manager, with a track record in business development strategies and fundraising from government, private philanthropic and corporate sources.

As we work with a community with diverse support needs, you will be dynamic, but also resilient and patient, and have strong EQ.

You will need to have at least 3-5 years' experience in leadership role, managing a team of people on an ongoing basis.

The CEO is required to identify and resolve issues, make decisions, and move the company and community forward.

You will need to be highly financially literate, able to manage organisational and project budgets.

You will also need to be able ensure the ongoing evaluation of the social and artistic impact of our program, in line with our Theory of Change.

Note that all staff at MCT are required to have Mental Health First Aid certification, Working with Children's Check and Police Check.

## Opportunities and Challenges

Our sources of funding are changing as we must rely less on government core arts funding and increasingly on project funding, corporate giving, philanthropy and earned income.

## Stakeholders and Accountabilities

As we think about the next 2-3 years, our next CEO will lead the company in scaling up and delivering our workshop program as a key source of revenue and community partnership. He or she will also help us think through and activate structural, efficiency and sourcing/partnership opportunities. At this point we have not yet successfully tapped government health/welfare funding at the same level as government arts funding; but we think there is opportunity there.

## About us

Milk Crate Theatre uses performing arts to change the story of homelessness. We provide creative opportunities for participants to build confidence, skills and social connections to help them make positive changes in their lives.



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Our programs are run for, with and by members of the community that have a lived experience of homelessness and the complex associated issues including: people with mental health, financial, emotional and physical support needs, addiction, trauma, domestic violence and people who are recently arrived.

Milk Crate Theatre works within a Community Arts and Cultural Development (CACD) model, meaning our work is community centred and collaborative. Professional practicing artists facilitate programs and projects where participants are encouraged to contribute ideas, share stories and engage in creative expression within a safe and supported environment.

By bringing communities together and working from a strengths-based approach, we make a positive impact on participant wellbeing.

## **Application Instructions**

Applications close Friday 5 April by 5:00pm. Please forward your curriculum vitae and expression of interest letter to Michael Sirmai (Chair) to [msirmai@gmail.com](mailto:msirmai@gmail.com) using the subject line: CEO Application.