

## Midsumma Festival 2022 Voluntary Summer Work Placement

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**Enquiries:** Please send all enquiries and applications to [applications@midsumma.org.au](mailto:applications@midsumma.org.au)

**Deadline:** Applications close midnight Fri 17 Sep 2021.

Help deliver one of Australia's largest LGBTQIA+ cultural festivals, gain valuable professional work experience and grow your networks in the arts community.

Midsumma is Australia's leading queer arts and cultural organisation, for people who identify as LGBTQIA+ and is now one of the largest cultural festivals in Victoria. We are a champion of queer cultures, conversations and events. With the primary festival held in summer each year, we work year-round to support artists to create, present and promote their work.

### **Midsumma Festival 2022 runs from 23 Jan to 13 Feb**

Highlights of the festival each year include our opening event, Midsumma Carnival, attracting over 117,000 people to Melbourne's Alexandra Gardens, the iconic Midsumma Pride March which sees approximately 45,000 people descend on St Kilda and a rich program of performances, visual arts, forums, and social events. The festival is delivered by a team of experienced professional arts workers and event managers working alongside a dedicated team of volunteers. Midsumma has adapted to the new COVID normal with a successful hybrid festival delivered in 2021.

The festival offers opportunities for voluntary summer work placements for people wanting the opportunity to further develop their skills in a professional environment that is vibrant, supportive, and fun.

**Summer work placements commence between OCT AND NOV 2021 and run until LATE FEB 2022.**

**Placements are full or part-time, with hours increasing over the duration of the festival period (23 Jan – 13 Feb 2022). During the festival period working outside standard business hours will be required.**

**Start date and hours are negotiable however it should be noted that the roles are designed to provide experience of a professional full-time cultural role within a festival environment.**

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The positions are short-term non-paid work placements open to students and non-students in the areas of Programming and Event Management, Arts Administration/Management, Marketing and Publicity and

Production. **A \$500 honorarium will be paid to successful applicants. YOU CAN APPLY FOR ONE THAN ONE POSITION.**

**Positions Available** - Midsumma Festival is seeking applications for the following positions:

### **1. MARKETING AND COMMUNICATIONS**

*Reports to Manager of Marketing & Communications*

*This role will gain experience in:*

- **Business Partnerships:** assist to monitor, execute and report on many of our partner deliverables including social media, eNews, logo and pull-up banner placement at events.
- **Social Media & Content:** gathering of content and offering advice about content for promotions/web pages/social media about events in the program to producers, venues and hubs.
- **Marketing:** understand event cross-promotion and content creation in the lead-up to and during the festival as well as assisting with media and other PR operations.
- **Design and Media:** deliver creative assets for the festival and producers
- **A combination of the above** specific specialty areas may be negotiated for students wishing a more generalist marketing and communications experience.

### **2. PROGRAMMING AND EVENT MANAGEMENT**

*Reports to Program Manager*

*This role will gain experience in:*

- **Major Events Coordination:** assists with coordinating artists for Midsumma's two large-scale outdoor signature events, Midsumma Carnival and Midsumma Pride March.
- **Small Event Coordination:** assists with coordinating a selection of small-scale events produced by Midsumma.

### **3. PRODUCTION**

*Reports to Production and Operations Manager*

*This role will gain experience in:*

- **Production coordination:** assists Production and Ops Manager with logistics, operations and production delivery across Midsumma Pride March, Midsumma Carnival and other Midsumma produced events including the Midsumma Festival launch.
- This role is a combination of both hands-on and administrative tasks gaining a thorough overview of production management in a vibrant outdoor festival environment.
- **Supplier Coordination:** assist with supplier and stakeholder coordination, obtaining quotes, updating the master production schedule, ordering consumables, arranging event documents.
- **Pre-production:** Assist with arranging pack-lists, tech specs, preparing the EOC, online inductions and general COVIDSafe compliance documentation and administration.
- **Event delivery:** Assist as a production runner, helping set up event signage, green rooms, site offices and general hands-on tasks learning about a fast-paced festival environment.

### **4. ARTS ADMINISTRATION**

*Reports to Chief Executive and works closely with the Finance and Administration Manager*

*This role will gain experience in:*



- **Arts Administration / Arts Management** assists Chief Executive with key tasks associated with administration and management of a busy cultural festival across all areas of the festival including but not limited to broad stakeholder management, Sponsorship/Business Development and Philanthropy. This role is a combination of both hands-on and administrative tasks alongside event delivery tasks during the festival period itself, gaining a thorough overview of arts management in a vibrant festival environment.

### How to apply -

To apply, email [applications@midsumma.org.au](mailto:applications@midsumma.org.au) with:

- A current CV or résumé, with one reference contact.
- A cover letter stating the position(s) you are interested in and why, and what you want to get out of a work placement with Midsumma.
- Your availability over the period of the work placement.

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If you have any questions or would like any assistance, please contact [applications@midsumma.org.au](mailto:applications@midsumma.org.au)

