



PEOPLE & CULTURE OPERATIONS MANAGER

ACMI is the museum of screen culture. Navigate the universe of film, TV, videogames and art with us. ACMI celebrates the wonder and power of the world's most democratic artform – fostering the next generation of makers, players and watchers. ACMI's vibrant calendar of exhibitions, screenings, commissions, festivals, and industry and education programs explore the stories, technologies and artists that create our shared screen culture.

We have an exceptional role in our People & Culture Team for a talented senior generalist to take the lead on our team's operations. With one direct report, this role manages operations across the employee lifecycle as well as taking the lead with P&C project implementation, providing specialist advice and supporting managers to get the best out of their teams.

Our ideal new team member will have a depth of experience across the employment lifecycle and thrive working with creative teams. They will be innovative, pragmatic and empathetic in their approach to human resources and have exposure to a unionised organisation and Enterprise Agreements.

Now is an exceptional time to join this great team, as we reopen our museum to the public, this role is the opportunity to contribute to the cultural landscape of Melbourne.

This role is a Grade 5, available on an ongoing full time basis with a commencing salary of \$96,396 (pro-rata) plus super.

To apply, follow the online application process. Applications should provide a 500-word response and a brief resume, demonstrating their ability to meet the requirements of the role outlined within the position description.

Applications close: Sunday 17 January 2021 at 11:59pm.

Please note interviews will be held: Friday 22 January 2021 via Zoom.

For further information on this role, please refer to the position description listed on the employment section of our website www.acmi.net.au/about/careers/

ACMI is a child safe workplace and actively promotes the safety, wellbeing and inclusion of all children from all backgrounds. ACMI is an equal opportunity employer, committed to building an inclusive workplace that supports diverse thinking and innovation. ACMI encourages applications from First Nations People, people of culturally diverse backgrounds, people with disabilities, and people from the LGBTIQ+ community. If you need assistance or an accommodation due to a disability, please contact us at recruitment@acmi.net.au or 03 8663 2200