

Application Form: Creative Coordinator Youth Week WA KickstART Festival

Applicant Personal Details

Please fill in your personal contact details below and nominate whether you would prefer to send your application as a Written Submission (i.e. cover letter and CV) or a Recorded Submission (i.e. video recording). All your personal details will be kept strictly confidential; however, we may keep your details on file for future opportunities.

Your Name *

First Name

Last Name

Birth Date *

Day Month Year

Phone Number *

Mobile number preferred

Email Address *

e.g. example@example.com

Your Address *

Street Address

City / Suburb / Town

State / Territory

How were you referred to us? *

Employee

Facebook

Instagram

Propel Website

Twitter

Job Website

How will you be sending your application? *

As a Written Submission (i.e. cover letter and CV)

As a Recorded Submission (i.e. video or audio recording)

Essential Selection Criteria

Address each of the following essential selection criteria with a brief statement. Show clearly how your personal values, knowledge, skills, and experience meet the selection criteria. Include examples from other jobs, your previous work as an arts practitioner, or experience gained from outside of work (i.e. lived experience, formal study, interpersonal relationships, observations of others).

Emerging artist or arts worker with up to 5 years of professional experience. *

Describe your experience in 250 words or less.0/250

Broad knowledge of WA arts and networks within local creative industries. *

Describe your knowledge of the WA arts sector in 250 words or less.0/250

Demonstrated experience working on projects with multiple communities. *

Describe your experience working with communities in 250 words or less.0/250

Experience in coordinating, promoting, and evaluating public projects. *

Describe your project management experience in 250 words or less.0/250

Ability to work autonomously and in a leadership role within a team. *

Describe your approach to teamwork in 250 words or less.0/250

Strong understanding of Propel and the values of our organisation. *

Tell us what you know about Propel in 250 words or less.0/250

Child Safeguarding Requirements

Propel Youth Arts WA is committed to following the National Principles for Child Safe Organisations. As our staff and contractors often work directly with young people aged 18 and under, we require all relevant employees and contractors to obtain a National Police Certificate (NPC) and a Working With Children Check (WWC Check) before commencing work with our organisation.

Do you have a current National Police Certificate (NPC)? *

Yes

No

You must have a valid National Police Clearance Certificate to be employed by Propel Youth Arts WA for this

role. This currently costs \$55.80 and please note that Propel will not cover the cost of this clearance. The form can be filled out online via Australia Post or the WA Police websites.

Are you willing to obtain a National Police Certificate? *

Yes

No

Do you have a current Working With Children Check (WWC Check) that is valid in WA? *

Yes

No

Please quote your WWC Check card number below

Are you willing to obtain a Working With Children Check? *

Yes

No

You must have a valid WWC Check card to be employed by Propel Youth Arts WA for this role. This check currently costs \$87 and the form can be easily obtained at any local Post Office. Please note Propel will not cover the cost of this check but we can support you in your application for one. Further details are available at <https://workingwithchildren.wa.gov.au/>

Referee Contact Details

Please list two (2) references that are familiar with your work life. The best choice for a referee is someone who is a current or past employer, supervisor, team leader, project manager, mentor, teacher, or artistic collaborator. Please ensure that your references have been notified before sharing their information with us.

Reference 1

Name *

First Name

Last Name

Phone Number *

Mobile number preferred

Referee's relationship to applicant *

Reference 2

Name: *

First Name

Last Name

Phone Number *

Mobile number preferred

Referee's relationship to applicant *

Uploads

Now that you have completed and reviewed this online application form, you are now required to upload your additional application materials below. Once your relevant materials are uploaded, click the green "SUBMIT" button at the bottom of this page.

Written Submissions (Cover Letter and CV)

Recorded Submissions (Video or Audio)