



Position Description – Executive Director

Position Title	Executive Director Operations and Arts Programming
Start Date	June 2026
	Fixed Term Contract, Flexible – Full-time
Reports To	The Board
Address	Salamanca Arts Centre Hobart Tasmania

Organisation

Salamanca Arts Centre (SAC) is a vibrant cultural hub, home to a diverse community of artists, makers, performers and creative thinkers. Founded in 1976 as a community-led initiative, we've grown into one of Tasmania's most significant arts organisations. SAC is a place where art is made, shared, and experienced everyday across the multiple galleries, performing arts venues, studios and offices located in the iconic sandstone warehouses of Salamanca Place. Our mission is to connect, celebrate, and champion the arts in Tasmania. Through exhibitions, performances, residencies, retail spaces, and public programs, we support creative practice and open the door to powerful cultural experiences for locals and visitors alike.

Executive Director Key responsibilities

- Oversee the artistic development, growth and financial viability of the Salamanca Arts Centre ensuring that it continues to be a vibrant, key element of Tasmania's cultural life in accordance with the vision and strategy agreed with the Board of Directors.
- Lead and drive both the not-for-profit and commercial operations, programs, exhibitions and activities of Salamanca Arts Centre.
- Inspire, motivate and lead the team of staff.
- Advocate for Salamanca Arts Centre to raise its profile locally, across Tasmania, nationally and internationally.
- Secure and manage the resources required for the effective, efficient operation and development of Salamanca Arts Centre buildings and facilities.
- Build strong working relationships with the Board and key stakeholders including government, sponsors, artists and the Centre's tenants.
- Achieve financial growth and sustainability through entrepreneurial and commercial initiatives.

Key Performance Indicators

- Work effectively with and support the Board of Directors,
- Contribute to the development and drive a strategic plan that demonstrates capacity to deliver against priorities established by the Board.
- Ensure that the operations of Salamanca Arts Centre are effectively planned and organised to achieve agreed outcomes.
- Develop and manage a harmonious, productive and efficient staff team.
- Build relationships with the arts community, arts agencies and other organisations to achieve innovative collaborations and creative programs.
- Ensure the allocated budget is managed within agreed parameters.
- Develop and lead strategies to secure target levels of revenue through commercial initiatives, government and non-government sources, corporate partnerships and donations.



- Represent Salamanca Arts Centre effectively to achieve a positive profile for the organisation with stakeholders, including the local community and local, state and international media.

Qualities

- Outstanding leadership skills to optimize the artistic value, growth, profile and financial stability of the Salamanca Arts Centre and address the diverse demands and opportunities inherent in the role.
- Strong representational skills to effectively profile and promote the organisation.
- Leadership capability to motivate and inspire.
- Ability to create partnerships to increase the value and potential of Salamanca Arts Centre.
- Strong negotiation skills to influence senior decision makers, key stakeholders, the arts community and reconcile, at times, competing interests of stakeholders.

Relationships

The Executive Director reports to the Board and leads the team. There are numerous relationships to be managed including with other key stakeholders such as the Australia City Council, Arts Tasmania, the Department of Natural Resources and Environment, Hobart City Council, the Centre's tenants, other significant sponsors and corporate partners and the broader arts, philanthropic, tourism and community sectors.

Remuneration

An annual salary of \$120,000 negotiable (plus superannuation) (pro-rata) for a 2 year fixed-term contract will be negotiated with the successful candidate. There is a 6 month probation period.

Selection Criteria

1. Demonstrates high level leadership and vision

- In collaboration with the Board sets a creative and strategic vision and inspires others to achieve
- Articulates a clear direction for the organisation, its program, goals and aims
- Is a team leader able to elevate team performance and creativity, valuing diversity and independence while fostering collaboration and workflow efficiency
- Innovative and considerate in dealing with issues

2. Manages complex operations

- Achieves results in the context of organisational policy
- Identifies and manages competing priorities and stakeholder needs
- Experience liaising with Government and maintaining relationships with senior public service personnel
- Financial management, ensuring effective and ethical use of resources and demonstrates capacity to generate revenue from a range of sources (government, fundraising, earned)
- Understanding of and commitment to quality organisational governance



3. Works with others to meet objectives / driving the organisation's advocacy to key stakeholders

- Operates collaboratively with others to meet organisational objectives
- Establishes, cultivates and builds productive relationships
- Listens to people and values different perspectives

4. Relevant qualifications and experience

- Relevant tertiary qualifications in the arts or related business area
- Demonstrates understanding of commercial operations
- Experience working at senior management level
- Experience working effectively with Boards, committees and the three tiers of government

5. Creative Sector Knowledge

- Respected in the arts sector
- Sound knowledge of arts practice/creative process
- Commercial strategy and managerial experience in the arts sector
- Entrepreneurial and resourceful – the energy and creativity to leverage limited resources
- Existing networks or the demonstrated ability to quickly create the new networks required to effectively fulfill this role
- Excellent communication and advocacy skills
- Insight and track record in revenue generation through any one or more of commercial activities or partnerships, trusts, foundations, events, facilities and government sources
- The passion to really put Salamanca Arts Centre on the map.

SAC Offers

- A close-knit, collaborative team
- Flexible working arrangements (0.6 - 1.0 FTE negotiable; occasional WFH)
- Values driven workplace with direct impact on local artists, audiences and cultural life
- Career growth and professional development opportunities; annual PD budget
- Being at the centre of creative activity – opportunity to shape the future of a respected community arts organisation

How to Apply

Submit your CV and a two page cover letter addressing the selection criteria [online](#).

Applications close 12 noon Friday 29 May 2026.

Late applications will be considered in exceptional circumstances.

For more information about the position, please email chair@sac.org.au.