

# **Sacrededge Festival Program Co-ordinator**

## **Unitingqueenscliff**

### ***Position Description***

#### **Preamble**

The Queenscliff-Point Lonsdale Uniting Church is seeking a person to fulfil the position of Sacrededge Festival Program Co-ordinator with a focus on the May 2024 festival. The position will commence 1 May 2023 and includes being present at the May 5-7, 2023 Festival. The role includes an initial 4 month handover period, working with the current Festival Program Co-ordinator. The festival is held annually on the first weekend of May.

#### **The Vision of Sacrededge:**

\*is to be an inclusive arts, story, music, spirituality festival;

\*includes a focus on listening to First Nations, Refugee, LGBTIQ+ communities, Carers for the Earth and Wellbeing themes;

\*is to build a community that nurtures, embodies and celebrates diversity.

#### ***The Program Co-ordinator will have a focus on:***

- Inviting 30 + Presenters and Artists to share their stories, art, and music at the festival.
- Making personal pastoral connection with the Presenters and Artists, to embody the festival's care for them and in recognition of these often being people from vulnerable communities.
- Negotiating appropriate payment for the artists, including offering complimentary accomodation and tickets for partners and children.
- Developing the program for the festival weekend, in consultation with the Community Development Co-ordinator and Sacrededge Support Worker.
- Co-ordinating and delegating the curation of the various festival spaces as needed for performances, presentations, art show and installations.
- Having an overall awareness of the many aspects of the festival with an eye to making sure the programming and curation of spaces hold together.

#### **The Sacrededge Festival Story**

The Sacrededge Festival brings together First Nations, Refugee/Asylum Seeker, LGBTIQ+ Communities with people passionate about Care for the Earth and Wellbeing. The festival is in its tenth year. It is hosted by the Queenscliff Uniting Church and grew out of their core values.

Diversity is treasured at Sacrededge with the festival being a lived experience of how our lives are enriched by our differences. This inclusive festival is a response to a sometimes harsh and fearful world. People from a variety of faith backgrounds and spiritualities and those who do not name any connection to faith are all welcome. The festival is an all age friendly experience.

The focus of the festival is story telling, ideas, music and art. The performers and presenters are predominantly from First Nations, LGBTIQ, Refugee communities and those involved with Mental Health and Environmental Care. A variety of Visual Artists are also involved, curating the Sacrededge Art Exhibition, interactive art spaces, and meditation and Labyrinth spaces.

This Uniting Church community is an open minded and actively engaged group of people. We are passionate about wrestling with the story of Jesus and being formed by a spirituality that takes seriously inclusive, generous, life-giving love. We are building a culture of Contemplation, Creativity and Compassion. We bring to our activities a commitment to supportive love and joyful participation. We seek to embody generous care for all, with a special concern for the marginalised.

## **The Role and Responsibilities of the Sacrededge Festival Program Co-ordinator**

### ***Inviting, liaising with and caring for festival presenters, musicians and artists***

*To curate a program with a focus on presenters and performers who are First Nations, Refugees, LGBTIQ+, Carers for the Earth. The program will also include supporters of these people and those who gently hold an inclusive spiritual practice and connection with the Uniting Church and other faiths.*

This will require:

- Researching potential performers and presenters and connecting with them to explore if they would like to be part of the festival.
- Spending time with potential musicians, poets, story tellers and artists to create a personal connection with them to begin the process of listening to their story.
- Overseeing the collection of biographies and photos of presenters for development of profiles and festival PR.
- Negotiating payment for performances which value the artists and story tellers, all the while being aware that Sacrededge is a small community based festival.
- Overseeing presenter and performer accomodation so they are nurtured by being carefully placed with others they know or would appreciate being with.

### ***Program Development***

*To curate the programming of the 30 plus artists who contribute to the festival.*

This will require:

- Negotiating with the artists re their availability, with an encouragement for as many as possible to be present for the whole of the festival weekend.
- 3 months prior to the festival, working with the staff team plus other appropriate people to plan the program.
- Communicating in writing with the performers and presenters 1-2 months prior the following:

- \*the agreed fees and requesting bank account details for payment;
- \*details of when they are performing and title of their offering,
- \*where their accommodation is,
- \*letting them know the available equipment in each of the festival spaces.

***Coordinating the curation of Festival Spaces to facilitate the Festival Program and embody hospitality for the whole festival community.***

*To oversee the curation of the festival site so the various spaces are hospitable for the performers, presenters and artists and for the whole festival community.*

This will require:

- Coordination of the requirements of the presenters and performers to make sure each space has what they need.
- An awareness of the need for Food spaces, a Quiet Space, Saturday Refugee Dinner, art spaces, outdoor gatherings and facilitating these so they facilitate connection and care for the festival community.
- Have an eye for curating beautiful and at the same time, practical festival spaces

**Team - Staff and Leadership**

*To work with Church Council, the Minister/s, Community Development Co-ordinator and Sacrededge Support Worker, in a collaborative and supportive way, as they plan for and host the Sacrededge Festival.*

This will require:

- Good listening and communication skills.
- A commitment to collaborative work practices and being a member of a team.
- A willingness to learn, while also being able to take initiative.
- Being able to focus on the big picture of the festival, both its vision and helping the many aspects of the festival weekend come together.

***Unitingqueenscliff Community Connection***

*To form a sense of connection with the local Unitingqueenscliff community.*

This connection will require:

- A sense of life as sacred and a respect for spirituality and diversity.
- An ability to embody a culture of hospitality.
- A commitment to a spirit of generosity.
- Agreeing to the Core Values of the Queenscliff-Point Lonsdale UC - available at [unitingqueenscliff.org.au](http://unitingqueenscliff.org.au)
- Being present in ways that enable the Unitingqueenscliff community to get to know the Program Co-ordinator. eg Monthly presence at Wednesday Still Point

**The Sacrededge Program Co-ordinator position will initially be for 14 months, commencing 1 May 2023. Depending on availability, there may also be some specific pre 2023 festival opportunities to observe some planning.**

*The role may become ongoing. This will depend on the placement of a Minister/s in 2024, whose skills and passion may include this role post the 2024 festival. It may also be decided to continue the position as a separate role within the team.*

*The position will be the equivalent of 8 hours a week. Flexibility as to when these hours are worked will be essential, with an increasing workload in the months prior to the festival.*

**More information: Kerrie Lingham 0425 736 805**

**Email Application to Martin Kent, Chairperson,**

**[unitingqueenscliff@inet.net.au](mailto:unitingqueenscliff@inet.net.au) By 20 January 2023**

## **Appendix**

*Other relevant festival information:*

### **The Community Development Co-ordinator Festival Roles include:**

Ticketing and bookings.

Assistance with PR - Vistaprint, emails, contact lists

Booking Accomodation for presenters and Artists

Supporting the International Meal on Saturday evening.

### **The Sacrededge Support Worker Role includes:**

Logistics - eg. Marquees, Sound and PA, Cool Room

Marketing - Press Releases, Radio interviews, Dispersing Flyers

Recruiting, Training, Rostering and Caring for Volunteers

### **Website and Social Media**

This role may be part of the Program Co-ordinator Role OR a new role.

Green Graphics, Castlemaine, built our website and work with us to create poster and flyer design for Sacrededge

### **Co-ordinating Catering**

Volunteers and local catering organisations contribute to creating a hospitable space where festival goers can enjoy food and connection on site. This is a pastoral role, where food is offered as an act of care, as well as a role which requires great co-ordinating skills. TBA