

Role Description

Senior Exhibition Designer



POWERHOUSE

Cluster	Enterprise, Industry & Trade
Agency	Museum of Applied Arts and Sciences
Division/Branch/Unit	Curatorial, Collections and Programs
Location	All Powerhouse sites
Classification/Grade/Band	Clerk Grade 7/8
ANZSCO Code	232411
PCAT Code	1119192
Date of Approval	June 2023
Agency Website	https://maas.museum/

Agency Overview

The Powerhouse sits at the intersection of the arts, design, science, and technology and plays a critical role in engaging communities with contemporary ideas and issues. Established in 1881, the museum includes the Powerhouse Ultimo, Sydney Observatory, and the Museums Discovery Centre in Castle Hill and will expand to include the museum's new flagship - Powerhouse Parramatta. The Powerhouse is a custodian of over half a million objects of national and international significance and is considered one of Australia's finest and most diverse collections.

The Powerhouse is undertaking a landmark renewal program which includes the creation of Powerhouse Parramatta, the largest cultural infrastructure project since the Sydney Opera House; the expansion of Powerhouse, Castle Hill, which includes expanded storage and new research and public facilities and the renewal of the iconic Powerhouse Museum in Ultimo. Key to the renewal is the assessment and digitisation of over 380,000 objects from the museum's collection providing new access levels.

Primary purpose of the role

The Senior Exhibition Designer is responsible for developing creative three-dimensional concept designs to deliver the Powerhouse program. The role will work with internal and external collaborators to design and deliver creative design outcomes for exhibitions, major installations, programs, visible collection storage, event, and experiential design projects; this includes identifying, developing, and maintaining Powerhouse's established standards of design excellence.

Key Accountabilities

1. Lead and deliver creative exhibition design concepts and documentation to support the Powerhouse program, including exhibitions, programs, installations, and events.
2. Collaborate and work within cross-functional project teams that include curators, registrars, conservators, program producers, content specialists, 2D designers and museum staff to ensure that designs respond to curatorial, aesthetic, content, architectural and engineering requirements.
3. Translate conceptual ideas into visually compelling and engaging designs by creating 2D and 3D design visualisations, layouts, floor plans, elevations, and exhibition furniture/structures.
4. Work with external designers, creatives and creative teams to develop detailed design documentation, including drawings, specifications and instructions for fabrication and installation.
5. In collaboration with the production team, develop project timelines, budgets and resource allocation plans and liaise with suppliers and contractors to procure necessary materials and services to deliver designs.
6. During design delivery, undertake regular reviews to ensure the design, fabrication and installation meet quality, functional and aesthetic requirements and make necessary adjustments or revisions to resolve design and construction issues.
7. Manage multiple projects and issues effectively and ensure strategic milestone approvals throughout design and production to develop and deliver the Powerhouse program.
8. Ensure all designs meet relevant codes of practice in the building industry, which form part of the building code of Australia and the Australian standards for materials, construction methods and prescriptive codes of architectural design.

Key challenges

- Successfully balancing the complexity of competing deadlines and project interdependencies.
- Achieving multiple project objectives and milestones to the required standard within the allocated budget and resources.

Key relationships

Who	Why
Internal	
Director Strategy and Operations	<ul style="list-style-type: none">• Identify emerging issues/risks and their implications and propose solutions.
Powerhouse Studio Manager	<ul style="list-style-type: none">• Provides and receives expert advice, assistance, collaborates and shares information to achieve project outcomes.
Powerhouse Studio Team	<ul style="list-style-type: none">• Provide expert advice, assistance, participate in discussions and decisions and share information
Curatorial and Strategic Collections Team	<ul style="list-style-type: none">• Participate in discussions and decisions and share information; works collaboratively to ensure an integrated organisation approach
Program and Project Teams	<ul style="list-style-type: none">• Working collaboratively to ensure excellence in delivery of programs, exhibitions and initiatives.

Who	Why
External	
Collaborators, external designers, technicians, contractors, consultants, architects.	<ul style="list-style-type: none"> • Provide project-related advice and updates; collaborate and liaise with in the resolution of project concepts and execution.
Suppliers and service providers	<ul style="list-style-type: none"> • Engage with for the provision of necessary resources and services.

Role dimensions

Decision making

- The position has a level of autonomy working within approved frameworks, plans and budgets.
- Consults and refers to the Head of Powerhouse Studio for decisions regarding project priorities, outcomes and timeframes, issues that may escalate, high-level financial delegation, or submissions to the Executive Team, Trustees or Government.
- The role defers to the Director, Strategy and Operations on sensitive or political issues or those requiring a higher level of financial delegation.

Reporting line

Powerhouse Studio Manager

Direct reports

Nil.

Budget/Expenditure

Nil

Essential requirements

- Appropriate tertiary qualification or relevant professional experience in exhibition design, interior design, architecture, or similar design fields.
- Demonstrated ability to lead the design process from concept visualisation to documentation drawings and specifications.
- Strong production and project management skills with experience delivering design outcomes.
- Competent in design software programs and platforms such as CAD, Adobe and Vectorworks.
- Experience in managing project budgets and resources.
- Demonstrated experience in stakeholder relationship management, collaboration, and design management.
- Excellent written and interpersonal communication skills.
- Demonstrated ability to take initiative and deliver effective outcomes working independently and in a collaborative multi-disciplinary team.
- Demonstrated knowledge of relevant codes of practice in the building industry, which forms part of the building code of Australia and the Australian standards for materials, construction methods and prescriptive codes of architectural design.
- Self-motivated and committed to enhancing workforce diversity and inclusion.

Capabilities for the role

The [NSW public sector capability framework](#) describes the capabilities (knowledge, skills and abilities) needed to perform a role. There are four main groups of capabilities: personal attributes, relationships, results and business enablers, with a fifth people management group of capabilities for roles with managerial responsibilities. These groups, combined with capabilities drawn from occupation-specific capability sets where relevant, work together to provide an understanding of the capabilities needed for the role.




The capabilities are separated into **focus capabilities** and **complementary capabilities**.

Focus capabilities


Focus capabilities are the capabilities considered the most important for effective performance of the role. These capabilities will be assessed at recruitment.

The focus capabilities for this role are shown below with a brief explanation of what each capability covers and the indicators describing the types of behaviours expected at each level.

FOCUS CAPABILITIES

Capability group/sets	Capability name	Behavioural indicators	Level
 Personal Attributes	Manage Self Show drive and motivation, an ability to self-reflect and a commitment to learning	<ul style="list-style-type: none"> • Keep up to date with relevant contemporary knowledge and practices • Look for and take advantage of opportunities to learn new skills and develop strengths • Show commitment to achieving challenging goals • Examine and reflect on own performance • Seek and respond positively to constructive feedback and guidance • Demonstrate and maintain a high level of personal motivation 	Adept
 Relationships	Communicate Effectively Communicate clearly, actively listen to others, and respond with understanding and respect	<ul style="list-style-type: none"> • Tailor communication to diverse audiences • Clearly explain complex concepts and arguments to individuals and groups • Create opportunities for others to be heard, listen attentively and encourage them to express their views • Share information across teams and units to enable informed decision making • Write fluently in plain English and in a range of styles and formats • Use contemporary communication channels to share information, engage and interact with diverse audiences 	Adept
 Results	Deliver Results Achieve results through the efficient use of resources and a commitment to quality outcomes	<ul style="list-style-type: none"> • Use own and others' expertise to achieve outcomes, and take responsibility for delivering intended outcomes • Make sure staff understand expected goals and acknowledge staff success in achieving these • Identify resource needs and ensure goals are achieved within set budgets and deadlines • Use business data to evaluate outcomes and inform continuous improvement • Identify priorities that need to change and ensure the allocation of resources meets new business needs • Ensure that the financial implications of changed priorities are explicit and budgeted for 	Adept





FOCUS CAPABILITIES

Capability group/sets	Capability name	Behavioural indicators	Level
	Think and Solve Problems Think, analyse and consider the broader context to develop practical solutions	<ul style="list-style-type: none"> Identify the facts and type of data needed to understand a problem or explore an opportunity Research and analyse information to make recommendations based on relevant evidence Identify issues that may hinder the completion of tasks and find appropriate solutions Be willing to seek input from others and share own ideas to achieve best outcomes Generate ideas and identify ways to improve systems and processes to meet user needs 	Intermediate
 Business Enablers	Project Management Understand and apply effective planning, coordination and control methods	<ul style="list-style-type: none"> Understand all components of the project management process, including the need to consider change management to realise business benefits Prepare clear project proposals and accurate estimates of required costs and resources Establish performance outcomes and measures for key project goals, and define monitoring, reporting and communication requirements Identify and evaluate risks associated with the project and develop mitigation strategies Identify and consult stakeholders to inform the project strategy Communicate the project's objectives and its expected benefits Monitor the completion of project milestones against goals and take necessary action Evaluate progress and identify improvements to inform future projects 	Adept

Complementary capabilities

Complementary capabilities are also identified from the Capability Framework and relevant occupation-specific capability sets. They are important to identifying performance required for the role and development opportunities.

Note: capabilities listed as 'not essential' for this role are not relevant for recruitment purposes however may be relevant for future career development.

COMPLEMENTARY CAPABILITIES			
Capability group/sets	Capability name	Description	Level
 Personal Attributes	Display Resilience and Courage	Be open and honest, prepared to express your views, and willing to accept and commit to change	Intermediate
	Act with Integrity	Be ethical and professional, and uphold and promote the public sector values	Intermediate
	Value Diversity and Inclusion	Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives	Foundational
 Relationships	Commit to Customer Service	Provide customer-focused services in line with public sector and organisational objectives	Intermediate
	Work Collaboratively	Collaborate with others and value their contribution	Intermediate
	Influence and Negotiate	Gain consensus and commitment from others, and resolve issues and conflicts	Intermediate
 Results	Plan and Prioritise	Plan to achieve priority outcomes and respond flexibly to changing circumstances	Foundational
	Demonstrate Accountability	Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines	Intermediate
 Business Enablers	Finance	Understand and apply financial processes to achieve value for money and minimise financial risk	Intermediate
	Technology	Understand and use available technologies to maximise efficiencies and effectiveness	Intermediate
	Procurement and Contract Management	Understand and apply procurement processes to ensure effective purchasing and contract performance	Intermediate