

# Director, Collections

## Powerhouse

# POWERHOUSE

Cluster	Department of Enterprise, Investment & Trade
Agency	Powerhouse Museum
Division/Branch/Unit	Public Sector Senior Executive
Classification/Grade/Band	Band 1
ANZSCO Code	111211
PCAT Code	3119192
Agency Website	powerhouse.com.au

### Agency Overview

The Powerhouse Museum sits at the intersection of the arts, design, science, and technology. It plays a critical role in engaging communities with contemporary ideas and issues. Established in 1881, the museum includes the Powerhouse Museum Ultimo, Sydney Observatory, and Powerhouse Castle Hill and will expand to include the museum's new flagship - Powerhouse Parramatta. The Powerhouse is the 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 that includes the creation of Powerhouse Parramatta, the most significant cultural infrastructure project since the Sydney Opera House; the expansion of its storehouse in 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 conservation and digitisation of over 380,000 objects from the museum's collection, providing new levels of access.

### Primary purpose

Director, Collections will lead the curatorial and strategic development of the Powerhouse Collection to expand its role, reputation and impact as an exceptionally significant Australian and international collection of applied arts and sciences. Working collaboratively, the Director will ensure that the development of the collection is informed by industry leadership, community knowledge and innovation. Through co-investment, strategic partnership and the implementation of leading digital strategies, the Director, Collections will achieve new levels of access for audiences, research programs and exhibitions.

Director, Collections will lead Collection Curatorial, Research, Registration, Library Services, Archives and Conservation teams, ensuring collaboration across the Museum to embed the Collection into the Powerhouse Program. As the Director, Collections you will continue to redefine the role of the Collection within the museum and enable new opportunities and new ways of working to expand the museum's international leadership role.

### Key Accountabilities

- Expand the profile and reputation of the Powerhouse Collection as an enabler of contemporary and innovative thought and practice around the applied arts and applied sciences.

- Identify and develop new national and international partnerships that support the strategic development of the Powerhouse Collection, leveraging new income and supporting the conceptual development of Powerhouse exhibitions and programs.
- Lead the resource planning, contracts and compliance program to ensure that the Collection is managed in line with international museum standards, policies and regulations.
- In collaboration with the Director Powerhouse Program, ensure that the program and collections teams are operationally integrated to deliver a dynamic program across Powerhouse Parramatta, Powerhouse Ultimo, Powerhouse Castle Hill and Sydney Observatory.
- Establish and maintain strategic national and international partnerships to ensure the museum is at the forefront of contemporary museum practice.
- Lead a high-performing, multidisciplinary team focused on delivering outcomes that support the museum's renewal program.
- Provide advice to the Executive and Trust on all aspects of the Collection. Develop and present reporting to inform decision-making.

### Key Challenges

- Develop and lead multiple projects across sites ensuring high level outcomes are achieved on time and within budget.
- Lead internal and external partner and collaborator relationships to align with the organisation's strategic priorities.
- Lead and develop a high performing, outcomes focused team.

### Decision making

- Is accountable for the performance of teams, monitors progress and resource requirements, budgets and priorities.
- Plans and coordinates delivery of outcomes within interdependencies across the organisation.

### Key Relationships

Who	Why
<b>Internal</b>	
Chief Executive	<ul style="list-style-type: none"> <li>• Deliver Powerhouse renewal strategic focus.</li> <li>• Provide advice and recommendations on program delivery.</li> <li>• Report on progress towards business objectives and discuss future directions.</li> </ul>
Board of Trustees	<ul style="list-style-type: none"> <li>• Provide advice and progress updates on all aspects of the Powerhouse Collection.</li> </ul>
Direct reports	<ul style="list-style-type: none"> <li>• Lead, direct and support.</li> <li>• Provide guidance and manage performance.</li> </ul>
<b>External</b>	
Government, Academia, Industry & Community Stakeholders	<ul style="list-style-type: none"> <li>• Establish collaborative partnerships and maintain professional networks.</li> </ul>
Regional NSW	<ul style="list-style-type: none"> <li>• Develop collaborative relationships to ensure representation and engagement.</li> </ul>
Other key national and international stakeholders	<ul style="list-style-type: none"> <li>• Establish collaborative relationships to enhance the Museum's international leadership role.</li> </ul>

### Reporting line

Chief Executive

### Direct reports

- Head of Collection Curatorial
- Head of Collection
- Head of Research



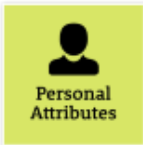

## Essential requirements




- Relevant tertiary and industry experience and qualifications.
- Extensive management experience.
- Thorough knowledge and understanding of curatorial and collection practice.
- Sound governance and experience in collection research and management.
- Excellent communication, negotiation, and interpersonal skills.
- Ability to establish and maintain multiple strategic partnerships.
- Strong track record of working with diverse communities and audiences and a commitment to inclusion, relevance, and diversity.
- Excellent people and project management skills, proven ability to lead and support individuals and teams, and delegate effectively.




## 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.

## Focus capabilities

Capability group/sets	Capability name	Behavioural indicators	Level
	<b>Manage Self</b> Show drive and motivation, an ability to self-reflect and a commitment to learning	<ul style="list-style-type: none"><li>• Act as a professional role model for colleagues, set high personal goals and take pride in their achievement</li><li>• Actively seek, reflect and act on feedback on own performance</li><li>• Translate negative feedback into an opportunity to improve</li><li>• Take the initiative and act in a decisive way</li><li>• Demonstrate a strong interest in new knowledge and emerging practices relevant to the organisation</li></ul>	Advanced
	<b>Value Diversity and Inclusion</b> Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives	<ul style="list-style-type: none"><li>• Promote the value of diversity and inclusive practices for the organisation, customers and stakeholders</li><li>• Demonstrate cultural sensitivity, and engage with and integrate the views of others</li><li>• Look for practical ways to resolve any barriers to including people from diverse cultures, backgrounds and experiences</li><li>• Recognise and adapt to individual abilities, differences and working styles</li><li>• Support initiatives that create a safe and equitable workplace and culture in which differences are valued</li><li>• Recognise and manage bias in interactions and decision making</li></ul>	Advanced

	<b>Communicate Effectively</b> Communicate clearly, actively listen to others, and respond with understanding and respect	<ul style="list-style-type: none"> <li>• Present with credibility, engage diverse audiences and test levels of understanding</li> <li>• Translate technical and complex information clearly and concisely for diverse audiences</li> <li>• Create opportunities for others to contribute to discussion and debate</li> <li>• Contribute to and promote information sharing across the organisation</li> <li>• Manage complex communications that involve understanding and responding to multiple and divergent viewpoints</li> <li>• Explore creative ways to engage diverse audiences and communicate information</li> <li>• Adjust style and approach to optimise outcomes</li> <li>• Write fluently and persuasively in plain English and in a range of styles and formats</li> </ul>	Advanced
	<b>Work Collaboratively</b> Collaborate with others and value their contribution	<ul style="list-style-type: none"> <li>• Recognise outcomes achieved through effective collaboration between teams</li> <li>• Build cooperation and overcome barriers to information sharing, communication and collaboration across the organisation and across government</li> <li>• Facilitate opportunities to engage and collaborate with stakeholders to develop joint solutions</li> <li>• Network extensively across government and organisations to increase collaboration</li> <li>• Encourage others to use appropriate collaboration approaches and tools, including digital technologies</li> </ul>	Advanced
	<b>Deliver Results</b> Achieve results through the efficient use of resources and a commitment to quality outcomes	<ul style="list-style-type: none"> <li>• Use own and others' expertise to achieve outcomes, and take responsibility for delivering intended outcomes</li> <li>• Make sure staff understand expected goals and acknowledge staff success in achieving these</li> <li>• Identify resource needs and ensure goals are achieved within set budgets and deadlines</li> <li>• Use business data to evaluate outcomes and inform continuous improvement</li> <li>• Identify priorities that need to change and ensure the allocation of resources meets new business needs</li> <li>• Ensure that the financial implications of changed priorities are explicit and budgeted for</li> </ul>	Advanced

	<b>Think and Solve Problems</b> Think, analyse and consider the broader context to develop practical solutions	<ul style="list-style-type: none"> <li>• Undertake objective, critical analysis to draw accurate conclusions that recognise and manage contextual issues</li> <li>• Work through issues, weigh up alternatives and identify the most effective solutions in collaboration with others</li> <li>• Take account of the wider business context when considering options to resolve issues</li> <li>• Explore a range of possibilities and creative alternatives to contribute to system, process and business improvements</li> <li>• Implement systems and processes that are underpinned by high-quality research and analysis</li> <li>• Look for opportunities to design innovative solutions to meet user needs and service demands</li> <li>• Evaluate the performance and effectiveness of services, policies and programs against clear criteria</li> </ul>	Advanced
	<b>Project Management</b> Understand and apply effective planning, coordination and control methods	<ul style="list-style-type: none"> <li>• Prepare and review project scope and business cases for projects with multiple interdependencies</li> <li>• Access key subject-matter experts' knowledge to inform project plans and directions</li> <li>• Design and implement effective stakeholder engagement and communications strategies for all project stages</li> <li>• Monitor project completion and implement effective and rigorous project evaluation methodologies to inform future planning</li> <li>• Develop effective strategies to remedy variances from project plans and minimise impact</li> <li>• Manage transitions between project stages and ensure that changes are consistent with organisational goals</li> <li>• Participate in governance processes such as project steering groups</li> </ul>	Advanced
	<b>Manage and Develop People</b> Engage and motivate staff, and develop capability and potential in others	<ul style="list-style-type: none"> <li>• Refine roles and responsibilities over time to achieve better business outcomes</li> <li>• Recognise talent, develop team capability and undertake succession planning</li> <li>• Coach and mentor staff and encourage professional development and continuous learning</li> <li>• Prioritise addressing and resolving team and individual performance issues and ensure that this approach is cascaded throughout the organisation</li> <li>• Implement performance development frameworks to align workforce capability with the organisation's current and future priorities and objectives</li> </ul>	Advanced



---












**Manage Reform and Change**

Support, promote and champion change, and assist others to engage with change

- Support teams in developing new ways of working and generating innovative ideas to approach challenges
  - Actively promote change processes to staff and participate in communicating change initiatives across the organisation
  - Provide guidance, coaching and direction to others who are managing uncertainty and change
  - Engage staff in change processes and provide clear guidance, coaching and support
  - Identify cultural barriers to change and implement strategies to address these
- 

Adept

## 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	Adept
 Personal Attributes	Act with Integrity	Be ethical and professional, and uphold and promote the public sector values	Adept
 Relationships	Commit to Customer Service	Provide customer-focused services in line with public sector and organisational objectives	Adept
 Relationships	Influence and Negotiate	Gain consensus and commitment from others, and resolve issues and conflicts	Adept
 Results	Plan and Prioritise	Plan to achieve priority outcomes and respond flexibly to changing circumstances	Adept
 Results	Demonstrate Accountability	Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines	Adept
 Business Enablers	Finance	Understand and apply financial processes to achieve value for money and minimise financial risk	Adept
 Business Enablers	Technology	Understand and use available technologies to maximise efficiencies and effectiveness	Adept
 Business Enablers	Procurement and Contract Management	Understand and apply procurement processes to ensure effective purchasing and contract performance	Adept
 People Management	Inspire Direction and Purpose	Communicate goals, priorities and vision, and recognise achievements	Adept
 People Management	Optimise Business Outcomes	Manage people and resources effectively to achieve public value	Intermediate