

Role Description

Lead Scenic Painter



Cluster	Premier and Cabinet
Agency	Museum of Applied Arts and Sciences
Division/Branch/Unit	Curatorial, Collections & Programs
Role number	
Classification/Grade/Band	Clerk Grade 5/6
Senior executive work level standards	Not Applicable
ANZSCO Code	332211
PCAT Code	1232292
Date of Approval	14 October 2021
Agency Website	maas.museum

Agency overview

The Museum of Applied Arts and Sciences 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 Powerhouse Ultimo, Sydney Observatory, the Museums Discovery Centre in Castle Hill and will expand to include the Museum's new flagship, Powerhouse Parramatta. The Museum is custodian to over half a million objects of national and international significance and is considered one of the finest and most diverse collections in Australia.

The Museum of Applied Arts and Sciences 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 the Museums Discovery Centre, Castle Hill which includes expanded storage and new research and public facilities and the renewal of the iconic Powerhouse Ultimo. Key to the renewal is the assessment and digitisation of over 380,000 objects from the Museum's collection providing new levels of access.

Primary purpose of the role

The Lead Scenic Painter is responsible for the coordination, supervision and training of staff to deliver the Powerhouse scenic and heritage painting services. This includes providing advice and guidance on maintenance, painting and finishing services across the Museum's exhibitions, programs and building surfaces.

The Lead Scenic Painter collaborates with the Design team on creative painting solutions, offers advice on techniques, and works within approved Conservation and heritage guidelines.

The Lead Scenic Painter takes an active role in working and collaborating with the relevant teams and stakeholders for all exhibitions, art installations, collection displays and other Museum projects.

The role sits within Workshop Unit, which is part of the Production Team and has the overall responsibility for the construction, fabrication, installation and maintenance of all Museum exhibition building works, equipment and storage areas.

Key accountabilities

- Accountable the delivery of scenic and general painting finishes that meet the agreed quality and aesthetic requirements as per exhibition and design briefs
- Provide training, supervision and guidance to Workshop and contracted staff in the use of painting and scenic finishes, heritage painting, maintenance and general painting tasks
- Report key updates of project deliverables to the Workshop Manager and Construction Coordinator. This includes updates on timelines, risks and issues with recommendations to address project concerns to ensure timely delivery while maintaining quality.
- Collaborate with internal and external stakeholders such as Designers, Curatorial, Executive, Artist in Residence, Conservators, the Facilities department and creative partners to produce quality exhibition structures and environments
- Research and apply knowledge of best practice conservation and heritage techniques and procedures to ensure approved materials are used in exhibition and building painting where required
- Document applied colours, paints and treatments to Museum databases to ensure accurate records are maintained and conservation history is recorded
- Work within Work Health and Safety guidelines and principles and to promote a safe working environment and ensure appropriate personal protective equipment is used and working at heights guidelines are adhered to
- Sourcing new sustainable materials and approaches, maintaining and recording the necessary databases and requirements attached to these, including the Flammable Register and Material Safety Data Sheets (MSDS)
- Manage the spray booth and wash bay to ensure equipment is maintained and safety guidelines are adhered to.
- Provide advice on suitable equipment that could provide efficiency or increase the quality of painting services and techniques

Key challenges

- Manage multiple projects and workloads, to ensure projects are delivered on time and on budget
- Manage resources effectively to meet strategic, corporate and operational goals of the museum in regard to project delivery
- Communicate challenges and resolve competing priorities across multiple Projects with a diverse range of stakeholders, internally and externally
- Build the capability of the workshop team to deliver quality painting finishes

Key relationships

Who	Why
Internal	
Workshop Manager	<ul style="list-style-type: none"> • Receive overall direction and instruction and guidance • Provide project status updates and information regarding project requirements or variations.

Who	Why
Designers	<ul style="list-style-type: none"> Take guidance from, offer solutions, collaborate, provide expert advice to scenic painting approaches
Lighting Teams	<ul style="list-style-type: none"> Collaborate with, cross check colours and effects
Conservation Team	<ul style="list-style-type: none"> Take guidance from about approved materials and get new materials signed off, take guidance and offer solutions for Heritage maintenance
Workshop Team	<ul style="list-style-type: none"> Train, guide, mentor and support in Scenic finishes
Lead Preparators, Construction Coordinator	<ul style="list-style-type: none"> Collaborate with, provide project updates, keep informed, coordinate staffing resources
Exhibition Teams	<ul style="list-style-type: none"> Collaborate, keep informed and offer expert advice
External	
Contractors	<ul style="list-style-type: none"> Collaborate with Contractors to ensure project deliverables are met. Schedule and supervise contract staff as required
Creatives	<ul style="list-style-type: none"> Collaborate with creative partner to achieve required outcomes. Offer solutions, provide expert advice to scenic painting approaches

Role dimensions

Decision making

- High level of autonomy and is fully accountable for the delivery of Scenic Painting and finishing services across exhibitions and other internal projects, working within approved plans, budget and quality standards
- Schedules and coordinates staff and resources and equipment to ensure Scenic Painting requirements of projects are met
- Refers to the Workshop Manager for decisions requiring or resulting in significant change to project outcomes or timelines
- Plans and leads the Scenic finishing process to achieve agreed business objectives, project outcomes and performance criteria

Reporting line

Production Workshop Manager

Direct reports

Contract staff as required by projects

Budget/Expenditure

N/A

Key knowledge and experience

- Knowledge of Conservation approved materials and techniques in the Scenic finishing process
- A minimum of 3 years experience in a Museum and or Gallery setting for Scenic painting and finishing and a minimum of 10 years experience as Scenic Painter
- Experience in leading, supervising teams, ideally in an Art or Museum environment
- Knowledge of Conservation Practices and protocols
- An understanding of heritage painting requirements

Essential requirements

A Bachelor's degree in fine arts or a trade certificate in a related trade with relevant years of experience

Drivers licence

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.

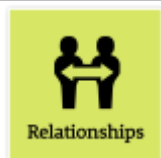
The capabilities are separated into **focus capabilities** and **complementary capabilities**.

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
	Display Resilience and Courage Be open and honest, prepared to express your views, and willing to accept and commit to change	<ul style="list-style-type: none">• Be flexible, show initiative and respond quickly when situations change• Give frank and honest feedback and advice• Listen when ideas are challenged, seek to understand the nature of the comment and respond appropriately• Raise and work through challenging issues and seek alternatives• Remain composed and calm under pressure and in challenging situations	Adept
	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
	Communicate Effectively	<ul style="list-style-type: none">• Focus on key points and speak in plain English• Clearly explain and present ideas and arguments• Listen to others to gain an understanding and ask appropriate, respectful questions	Intermediate



Communicate clearly, actively listen to others, and respond with understanding and respect

- Promote the use of inclusive language and assist others to adjust where necessary
- Monitor own and others' non-verbal cues and adapt where necessary
- Write and prepare material that is well structured and easy to follow
- Communicate routine technical information clearly

Commit to Customer Service

Intermediate

Provide customer-focused services in line with public sector and organisational objectives

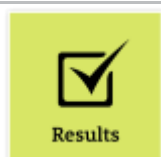
- Focus on providing a positive customer experience
- Support a customer-focused culture in the organisation
- Demonstrate a thorough knowledge of the services provided and relay this knowledge to customers
- Identify and respond quickly to customer needs
- Consider customer service requirements and develop solutions to meet needs
- Resolve complex customer issues and needs
- Cooperate across work areas to improve outcomes for customers

Work Collaboratively

Adept

Collaborate with others and value their contribution

- Encourage a culture that recognises the value of collaboration
- Build cooperation and overcome barriers to information sharing and communication across teams and units
- Share lessons learned across teams and units
- Identify opportunities to leverage the strengths of others to solve issues and develop better processes and approaches to work
- Actively use collaboration tools, including digital technologies, to engage diverse audiences in solving problems and improving services



Deliver Results

Intermediate

Achieve results through the efficient use of resources and a commitment to quality outcomes

- Seek and apply specialist advice when required
- Complete work tasks within set budgets, timeframes and standards
- Take the initiative to progress and deliver own work and that of the team or unit
- Contribute to allocating responsibilities and resources to ensure the team or unit achieves goals
- Identify any barriers to achieving results and resolve these where possible
- Proactively change or adjust plans when needed

Think and Solve Problems

Intermediate

- Identify the facts and type of data needed to understand a problem or explore an opportunity

Think, analyse and consider the broader context to develop practical solutions

- 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

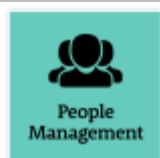


Project Management

Understand and apply effective planning, coordination and control methods

- 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



Manage and Develop People

Engage and motivate staff, and develop capability and potential in others





- Collaborate to set clear performance standards and deadlines in line with established performance development frameworks
- Look for ways to develop team capability and recognise and develop individual potential
- Be constructive and build on strengths by giving timely and actionable feedback
- Identify and act on opportunities to provide coaching and mentoring
- Recognise performance issues that need to be addressed and work towards resolving issues
- Effectively support and manage team members who are working flexibly and in various locations
- Create a safe environment where team members' diverse backgrounds and cultures are considered and respected
- Consider feedback on own management style and reflect on potential areas to improve

Intermediate

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	Act with Integrity	Be ethical and professional, and uphold and promote the public sector values	Foundational
	Value Diversity and Inclusion	Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives	Intermediate
	Influence and Negotiate	Gain consensus and commitment from others, and resolve issues and conflicts	Foundational
 Results	Plan and Prioritise	Plan to achieve priority outcomes and respond flexibly to changing circumstances	Intermediate
	Demonstrate Accountability	Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines	Foundational
 Business Enablers	Finance	Understand and apply financial processes to achieve value for money and minimise financial risk	Foundational
	Technology	Understand and use available technologies to maximise efficiencies and effectiveness	Foundational
	Procurement and Contract Management	Understand and apply procurement processes to ensure effective purchasing and contract performance	Foundational
 People Management	Inspire Direction and Purpose	Communicate goals, priorities and vision, and recognise achievements	Foundational
	Optimise Business Outcomes	Manage people and resources effectively to achieve public value	Foundational
	Manage Reform and Change	Support, promote and champion change, and assist others to engage with change	Foundational