



2018 INTERNSHIP PROGRAM

hillsceneLIVE is an experimental live art festival and artist development program held in the Dandenong Ranges. 2018 will see the **7th iteration** of the festival.

We currently have a 3 year partnership with Birdsland Reserve as our site, 4-year partnership funding through Yarra Ranges Council (2018-2022), and a funding partnership with Creative Victoria for 2018.

We care for artists through presentation outcomes, professional development opportunities, and providing help in production of new works that are live & time-based. We ask for risky work, for artists to test new ideas, to push the boundaries, to be bold and brave.

We are an independent collaborative project. Our work is done together, we learn and teach each other as we go, and this is a unique opportunity to be a part of a project that values collaborative practice in a deep way.

We invest in and develop new processes, structures and methodologies, working to shape artistic and cultural landscapes into the future.

hillsceneLIVE consists of:

- a 7 month artist development program, including production, shared studio sessions, and 5 x Professional Development workshops (FREE for artists & team)
- a Cultural Leadership Committee, supporting cultural practitioners through hands on experience in a live art festival framework, Professional Development opportunities, and mentorship
- a 2 day festival, to be held 17th & 18th November 2018 at Birdsland Reserve, Belgrave Heights

We have 3 areas we are looking at specifically for interns:
AUDIENCE DEVELOPMENT AND ENGAGEMENT
SITE DEVELOPMENT AND TECHNICAL PRODUCTION
FUNDRAISING AND PROJECT MANAGEMENT

What we will receive from you:

- Attendance at monthly meetings MAY – SEPT (15hrs total)
 - 4hrs/fortnight work related to your position MAY – SEPT (40hrs total)
 - Attendance at fortnightly meetings SEPT – NOV (20hrs total)
 - 6.25hrs/fortnight work related to your position SEPT – NOV (25hrs total)
- = **approx. 100hrs total**

What you will receive from us:

- Hands-on experience at a local independent live arts festival
- Professional Development opportunities
- Supported working in a professional creative environment, while knowing your work contributes to the delivery of a high-quality program
- Meeting artists & practitioners from various places, disciplines, approaches, and having the opportunity to cross-pollinate and discuss ideas with them in a deep way
- Skills building in an array of areas relevant to the arts industry and festival making
- Opportunity to contribute *your* experience, knowledge, ideas and dreams to help develop hillsceneLIVE into the future

Meetings will generally be conducted at **Birdsland Environmental Education Centre, 271 Mt Morton Rd Belgrave Heights**. They are usually Wednesday or Thursday after 5pm, and you'll be advised with plenty of notice.

Occasionally there may be a meeting at Burringa Cultural Centre in Upwey, at Deakin Burwood or in the city.

May – November is your internship time frame. The timing of the workload varies depending on what area you are focusing on, but in total you are required to complete at least 75% of the 100hrs. The workload generally intensifies between September & November, but we are aware that different people have different commitments and lifestyles so we will be working with you to ensure it is viable for both you and hillsceneLIVE.

Office space will be available at Birdsland for you to utilise, which you can book in with one of the hillsceneLIVE team.

Internship Skills and Responsibilities

Overall

Contribute to hillsceneLIVE's production meetings

Assist with the management of key artists work and events within the hillsceneLIVE program

AUDIENCE DEVELOPMENT AND ENGAGEMENT

Skills

- Develop copywriting, proofreading and editing skills
- Develop an understanding of digital media, including social media
- Develop essential written and verbal communication skills
- Design and create content for promotion
- Design and development and implementation of innovative audience invitation
- Design, development and implementation of audience feedback processes

Responsibilities

- Work with Marketing Manager
- Collaboratively coordinate and create content for monthly EDM, Website and social media platforms – Instagram and facebook
- Promote hillsceneLIVE and engage the the student community at Deakin and local area
- Administer audience research and survey initiatives
- Attend all meetings

SITE DEVELOPMENT AND TECHNICAL PRODUCTION

Skills

- Develop an understanding of live performance production and delivery
- Develop experience in ongoing site development, construction/building/design skills.
- Develop essential communication skills - liaising with venue, artists, stakeholders

Responsibilities

- Work with the production manager on sourcing technical equipment
- Liaise with artists on their technical production needs
- Attend meetings as necessary with site management crew, and full team
- Collaboratively design, build and set up decor for site

Key dates:

Monday 12th – Friday 16th November // Bump in to site

Saturday 17th and Sunday 18th November // hillsceneLIVE festival

Monday 19th – Tuesday 20th November // Bump out of site

FUNDRAISING AND PROJECT MANAGEMENT – Partnerships, sponsorships, publicity

Skills

- Develop data collection skills in reporting for funding purposes
- Develop excellent written and verbal communication skills
- Develop grant writing skills
- Developing skills in cultivating and maintaining partnerships
- Learning about how to resource arts initiatives
- Developing skills in budget creation and management

Responsibilities

- Collate festival data on audiences, program participants and attendance for the purposes of evaluation and acquittal.
 - Collaboratively research and select innovative festival initiatives to write into grant applications
 - Collaboratively research & contact additional resources (foundations, philanthropists, funds etc) to support hillsceneLIVE into the future
-

If you are interested in being an intern, please send us through and email answering the following questions (along with your basic contact information):

- Tell us a bit about your practice.
- What is your availability? If there are any dates you are definitely not available please tell us now.
- What do you hope to get out of working with hillsceneLIVE?
- Where do you see your work/practice/career heading?
- Do you have any links to yourself or your work (website/social media)?

SEND EMAILS TO: hello@hillscenelive.com

Thank you!
the hillsceneLIVE team

