



Position Description: Head of RMIT Galleries

Position Details

Position Title: Head of RMIT Galleries

College/Portfolio: DSC

School/Group: DSC Engagement

Campus Location: Primarily based at the city campus, and the potential to work across other RMIT campuses as required.

Classification: HEW 10A

Time Fraction: 1.0FTE

Employment Type: Continuing

Reporting Line: ADVC Engagement, DSC

No. of Direct reports: Between 5 - 7

RMIT University

RMIT is a global university of technology, design and enterprise, committed to creating transformative experiences for students and making a meaningful impact through research, innovation, and engagement. For more information on RMIT University follow the links below.

<https://www.rmit.edu.au/about>

<https://www.universitiesaustralia.edu.au/university/rmit-university/>

<https://www.rmit.edu.au/about/facts-figures>

Our campuses in Melbourne (City, Brunswick, Bundoora, and Point Cook) are complemented by international campuses in Vietnam and a centre in Barcelona, Spain. We proudly acknowledge the Woi Wurrung and Boon Wurrung peoples of the eastern Kulin Nation on whose unceded lands our campuses are located.

We are deeply committed to reconciliation and Indigenous self-determination, embedding these values throughout our policies, culture and structures.

<https://www.rmit.edu.au/about/our-locations-and-facilities>

Why Join RMIT?

Our people are at the heart of everything we do. At RMIT, we value innovation, collaboration and impact. Our values are the heart (durrung) of who we are and what we stand for at RMIT. They guide what we do, how we make decisions, and how we treat each other.



Inclusion Imagination Integrity Courage Passion Impact

Learn more about our values: <https://www.rmit.edu.au/about/our-strategy/values>

Organisational Accountabilities

RMIT is committed to the safety, wellbeing and inclusion of all staff and students. As a staff member, you are expected to comply with all relevant legislation and RMIT policies, including those related to: Equal opportunity, Occupational health and safety, Privacy and trade practices & Child safety standards:

Appointees are responsible for completing all required training and ensuring that they and their team members remain up to date on relevant compliance obligations.

Staff are expected to understand and support RMIT's child safe practices as part of their professional responsibilities. More about our child safety commitment: <https://www.rmit.edu.au/about/our-locations-and-facilities/facilities/safety-security/child-safety>.

Leadership at RMIT

At RMIT, leadership is not defined by position or hierarchy—it is a shared responsibility demonstrated by all staff, regardless of role or title. Leadership is grounded in our six core values, which guide and shape how we work together, make decisions, and create impact.

Effective leadership means consistently integrating these values into everyday actions and interactions, whether influencing a project outcome, supporting a colleague, or leading a team. All staff are expected to embody the principles of the *Be–Know–Do* Leadership Model:

Be – We are open and authentic, inclusive and empowering. We are purpose driven role models and communicators.

Know – We are self-aware, and understand our stakeholders, our sector and priorities.

Do – We set clear direction and expectations, we develop ourselves and others and promote mutual accountability to deliver results.

At every level, leadership at RMIT is about influence, contribution, and mindset. It is reflected in how we empower others, foster collaboration, and drive positive change through capability-building and alignment to strategic goals.

College/Portfolio/Group

RMIT Galleries presents exhibitions showcasing significant Australian and international artists and designers as well as outstanding creative practice research and educational outcomes from RMIT students, staff and alumni.

The galleries address contemporary issues and ideas across art, design and related fields, providing a platform for engagement between the university and industry, community and public audiences in Melbourne and beyond. RMIT Galleries sits within the Engagement portfolio of the College of Design and Social Context (DSC), which brings together nine schools recognised for excellence and innovation in creative practice, design, urban issues, social inquiry and applied professional education, as well as world-leading expertise and reputation in creative practice and practice-based research.

Working closely with the DSC schools and other colleges, RMIT Galleries stages exhibitions of contemporary art and design, plus associated public programs; exhibits research process and outcomes; supports learning and teaching; and strengthens RMIT's profile as a leading institution in creative practice and design, and interconnections into surrounding fields.

For more information about RMIT Galleries, see <https://www.rmit.edu.au/about/schools-colleges/college-of-design-and-social-context/engagement/cultural-engagement/galleries>

For more information about the College of Design and Social Context, see: <https://www.rmit.edu.au/about/schools-colleges/design-and-social-context-college>

Position Summary

The Head of RMIT Galleries provides strategic leadership, creative and curatorial direction and operational oversight for RMIT Galleries, including RMIT Gallery, Design Hub Gallery, First Site Gallery and associated spaces. Working under the direction and in close collaboration with the ADVCE Engagement in the College of Design and Social Context, the Head sets and delivers a strategic agenda, increasing the prominence, reputation, impact and significance of RMIT Galleries within the arts, cultural and design sectors nationally and internationally, as well as within the university.

The Head will have a strong track record of leadership in the cultural sector and bring knowledge of both contemporary art and contemporary design practices, understood in the broadest sense (to include DSC's areas of expertise, namely all forms and media in contemporary art, as well as design disciplines including architecture, landscape, interiors, urban, fashion and textiles, digital, industrial, and communication design, as well as transdisciplinary design futures and critical and speculative design).

The role leverages this disciplinary breadth to shape a cohesive, ambitious program of exhibitions and public programs, with a focus on nurturing emerging talent (particularly from RMIT's student and alumni communities, but also the local and national ecosystem of emerging artists, designers and collectives), as well as material practices of experimental making and testing, and a broad engagement with timely and urgent issues of social, cultural and environmental importance.

The Head is responsible for the overall management of RMIT Galleries' strategy, people, operations and resources. This includes leadership of a team of ongoing professional and casual staff; oversight of budgets, financial planning and production expenditure; governance of exhibition selection and advisory processes; and stewardship of gallery spaces, operations and risk. The role works closely with the ADVCE and other academic leaders, researchers and professional staff to ensure that gallery activities are integrated with research, learning and teaching in the College of Design and Social Context and beyond, including through exhibitions that effectively exhibit and translate creative practice research outcomes, as well as facilitating graduate exhibitions, higher degree symposia and other pedagogical activities in close collaboration with academic leaders and schools.

The Head works in close collaboration with staff in curatorial development, plus the exhibition production and operations teams to ensure safe, efficient and environmentally conscious exhibition-making. The role maintains a high professional standing and strong networks in the galleries and/or university sectors, represents RMIT Galleries in external forums, and plays a key role in developing partnerships and funding opportunities (including grants, sponsorship and philanthropy) that support the long-term sustainability and impact of RMIT Galleries.

Key Accountabilities

- **Strategic leadership and planning**
Work with the ADVCE Engagement to develop, articulate and implement a strategic agenda for RMIT Galleries that increases their prominence, reputation and impact locally, nationally and internationally, and aligns with RMIT's strategic plan and engagement priorities.
- **Creative direction and program leadership**
Provide overarching creative and curatorial direction for the galleries' exhibitions and programs, ensuring a balanced, coherent and ambitious program spanning contemporary art and contemporary design (understood broadly across RMIT's strengths), with a particular emphasis on emerging talent, experimental practices, creative practice research, and regenerative, environmentally and socially beneficial practice.
- **Academic and research integration**
Lead and support the integration of gallery activities with research, learning and teaching by working closely with the ADVCE, other academic leaders, program managers and research centres to develop exhibitions and programs that support graduate shows, higher degree symposia and other pedagogical activities, and that exhibit and translate creative practice research outcomes.

- **Governance, advisory processes and selection**

Oversee robust exhibition development and selection processes, including preparation of proposals and documentation for consideration by a high-level advisory group comprising internal and external stakeholders, and ensure that advisory feedback is systematically incorporated into program planning and decision-making.

- **Operational leadership, budget and gallery management**

Provide overall leadership for gallery operations and spaces, including the development and management of RMIT Galleries' budgets, forecasting, monitoring and reporting on operating and production expenditure, ensuring alignment of resources with strategic priorities, and maintaining sound financial governance and compliance. Oversee risk management, WHS compliance, service standards and procedures, working closely with the operations, visitor services and exhibition production teams to ensure safe, efficient and professional operation across all galleries.

- **People leadership and team development**

Provide leadership and line management for approximately five direct reports and a broader team of ongoing and casual staff, including workforce planning, recruitment, performance and development, and the cultivation of a collegial, collaborative and inclusive team culture.

- **Exhibition production and environmental responsibility**

Work in close collaboration with the exhibition production team to ensure that curatorial concepts are realised to a high technical standard, safely and efficiently, and that exhibition-making practices reflect environmentally conscious approaches (e.g. material re-use, minimal waste) and contribute to an ethos of environmental and social benefit.

- **Engagement, partnerships and external relations, funding and philanthropy**

Raise the profile and reputation of RMIT Galleries and the University through active engagement with the cultural and design sectors, membership of relevant government, cultural and industry committees and advisory boards, and the cultivation of strategic partnerships locally, nationally and internationally. Work with the ADVC Engagement and relevant University units to identify, pursue and secure funding and partnership opportunities for RMIT Galleries, including grants, philanthropic support, sponsorships and appropriate commercial initiatives, ensuring that these align with the galleries' mission and values.

- **Cultural safety, inclusion and First Nations engagement**

Provide leadership in culturally safe and inclusive practice within galleries' programs and operations, including respectful collaboration with First Nations artists, designers, communities and partners, and ensuring that staff are supported to work in culturally aware and sensitive ways.

- **Continuous improvement and reporting**

Oversee the development and use of data, evaluation and reporting frameworks to monitor performance, inform continuous improvement of programs, operations and audience engagement, and provide high-level reports and briefings to the ADVC Engagement and other senior stakeholders.

- **Other duties**

Undertake other responsibilities as required and appropriate to the classification and purpose of the role.

Key Selection Criteria

Essential:

1. **Leadership in galleries/cultural sector**

Significant senior leadership and management experience in a gallery, museum or comparable cultural institution, including responsibility for exhibitions, public programs and public engagement.

2. **Expertise across both contemporary art and design**

Demonstrated deep knowledge of contemporary art and contemporary design practices, understood broadly, and familiarity with current debates, issues and trends in these fields.

3. **Strategy and program development**
Proven track record in developing and delivering gallery or cultural strategies and programs that enhance institutional reputation and engagement.
4. **Academic and research integration**
Demonstrated understanding of academic work and creative practice research, and experience working collaboratively with academics and students to integrate exhibitions with research, learning and teaching.
5. **Financial and operational management**
Demonstrated experience in financial and resource management, including budget planning, forecasting and monitoring, and oversight of complex operations, with a strong focus on risk management, compliance and continuous improvement.
6. **People leadership and team culture**
Demonstrated experience in leading, managing and developing professional staff, including building effective teams, fostering collegial and collaborative work practices, and managing change in complex environments.
7. **Networks, reputation and engagement**
Established networks and high standing in the galleries and/or university sector, with demonstrated ability to build and maintain relationships with artists, designers, industry partners, funders, government and community stakeholders, and to represent an institution in high-level forums.
8. **Cultural safety, inclusion and environmental responsibility**
Demonstrated commitment to culturally safe and inclusive practice, including experience working respectfully with First Nations collaborators and diverse communities, and a clear understanding of environmentally conscious exhibition-making and sustainability in cultural practice.
9. **Communication and advocacy**
Exceptional communication, influencing and advocacy skills, including the capacity to articulate a clear vision, write and speak persuasively for diverse audiences, and work effectively with senior executive and governance bodies.

Desirable

1. Experience within a university or higher education context, particularly in roles interfacing with research, teaching and learning, and engagement portfolios.
2. Demonstrated experience in securing external funding, including grants, sponsorships or philanthropic support, for galleries or cultural programs.
3. Experience leading or overseeing digital and hybrid programming and related platforms in a galleries or cultural context.
4. Evidence of national reputation, with some international impact, as a leader or senior professional in the cultural sector.

Qualifications

A relevant degree and postgraduate qualification in a pertinent field (e.g. art, design, architecture, fashion, media, curatorship, arts/cultural management or related discipline) and extensive experience in the cultural sector; or an equivalent combination of relevant education, training and professional experience.

Working with Children Check

Appointment to this position is subject to holding a valid Victorian Working with Children Check and other checks as required by the specific role. Maintaining a valid Working With Children Check is a condition of employment at RMIT.