

A New Approach (ANA)

Role:	Director of Policy
Reports To:	Chief Operating Officer
Hours:	Full-Time, 37.5 Hours/Week
Duration:	Ongoing (contingent on funding)
Salary:	\$130,125 - \$161,355 plus superannuation
Commencing:	February/March 2025
Location:	Canberra ACT/Remote/National
Applications Close:	5.00pm AEDT, Sunday 1 December 2024

The Role

ANA is seeking a motivated and collaborative Director of Policy to lead its policy program. ANA's policy program provides evidence-based, practical solutions to help respond to complex policy challenges. With a strong focus on cultural policy, the program also extends into social and economic development policy, reflecting the direct, positive impact arts and culture has on prosperity, cohesion, health, security and sustainability. The Director of Policy will focus on analysis, discussion and convening to make recommendations on key issues; contribute to national, state and territory and local discussions; and bring together policy leaders to promote the effective use of evidence.

The Offer

Join a friendly, engaged and skilled team who work across policy, research, engagement and operations to make evident the relevance, impact and opportunities of arts and culture in Australia. ANA is a contemporary, inclusive workplace with staff based in Canberra and across Australia. ANA offers all staff flexible working arrangements as well as regular R&R leave and a quarterly cultural allowance. ANA invests in its staff and celebrates their success both professionally and personally.

About A New Approach (ANA)

A New Approach (ANA) is Australia's national arts and culture think tank. Established in 2018, ANA's Vision is for Australia to become a cultural powerhouse whose creativity is locally loved, nationally valued and globally influential. Through independent public leadership, ANA helps to build an ambitious and innovative policy and investment environment for arts, culture and creativity. ANA works to ensure Australia can be a great place for creators and audiences, whoever they are and wherever they live. Staff at ANA are based across Australia from metropolitan cities to regional towns. ANA's work is guided by its Board and Reference Group and made possible through the contributions of its Philanthropic Partners.

A New Approach (ANA)

Key Responsibilities

The Director of Policy is responsible for policy-focused analysis and engagement activities that contribute to ANA's purpose of promoting and advancing the positive effects of arts, culture and creative activity in contemporary Australian society. This includes leading analysis and review of complex policy issues; identifying emerging issues; and developing evidence-based options and strategies in collaboration with the Directors of Research and Engagement. The Director of Policy also fosters constructive discussion with policy makers at all levels of government, with timely insights, up-to-date, independent evidence and advice framed by an opportunity mindset.

This role includes the following duties:

- Undertake rigorous and independent policy analysis, engagement and supporting research to inform policy making at all levels of government.
- Build and maintain constructive relationships with government departments, industry organisations, other relevant organisations, professionals and stakeholders, and support ANA's engagement with political offices.
- Prepare well-targeted and credible policy proposals, briefings, papers, and presentations for a range of audiences and assist others in developing policy proposals.
- Keep abreast of relevant government policy and initiatives, drawing on broad sources and plural perspectives, to identify and pursue opportunities for policy input, including informing staff of relevant developments and opportunities.
- Provide rigorous advice as the policy subject matter expert to support Executive staff in the implementation and evaluation of ANA's Strategic Plan and ongoing planning.
- Lead and manage policy projects including the management of budget, project planning, scope and project contributors to ensure the timely delivery of outcomes that support ANA's Vision.
- Record key data and metrics to inform ANA's Impact Reporting
- Contribute to diverse international cultural dialogues
- Respond to administrative tasks and contribute to a positive and caring organisational culture including the management of reporting staff

Ideal Candidate

The ideal candidate will be:

- Skilled in analysing and researching public policy and communicating persuasively on policy relevant matters.
- Invigorated by ANA's Vision of Australia being a cultural powerhouse whose creativity is locally loved, nationally valued and globally influential.
- Pragmatic, energetic, hopeful and ready to roll up their sleeves to get the job done.

A New Approach (ANA)

Selection Criteria

Essential criteria

- Qualification in public policy or equivalent experience working in government public policy
- Experience in providing high-level policy advice, within or outside government
- Ability to produce high quality written presentations, proposals and briefings, adapted for different audiences
- Strong understanding of the political, parliamentary and legislative processes at Local, State/Territory and Federal level
- Experience in strategic government relations and/or in establishing relationships and projects with, or consulting to, the government sector
- High level relationship management skills, including a proven ability to discern, communicate, present to and negotiate with a range of internal and external stakeholders

Desirable criteria

- Experience and networks in some or all of the following sectors: government, cultural and creative industries, philanthropy and for-purpose/social impact
- Knowledge of arts and cultural policies and organisations in Australia
- Experience in small team environments

Other competencies and attributes

- An understanding of, and commitment to, the non-partisan nature of ANA's work
- Ability to pay close attention to detail in a dynamic environment
- Well-organised and anticipates next steps
- A collaborative, non-territorial style, to achieve outcomes
- Bias for quality and action, with a focus on completion

Additional Information

ANA is based in Canberra, ACT but is open to flexible, remote, and/or shared workload in other locations for a suitable applicant. ANA is an equal opportunity employer committed to diversity and inclusion in the workplace. ANA welcomes applications from First Nations peoples, all cultural and linguistic backgrounds, all genders and people with disabilities.

Submit an Application by 5.00pm AEDT, Sunday 1 December 2024

To apply please submit a CV and two page covering note addressing the selection criteria and outlining your experience, skills, attributes and competencies for this role. For further information or to submit an application please contact Paul MacPhail, Chief Operating Officer via email at paul.macphail@newapproach.org.au.