



## MĀORI ARTS INTERNSHIP PROGRAMME (MAI)

*"Developing future leaders within Māori arts infrastructure."*

### HOST ORGANISATION INFORMATION

#### WHAT IS THE MAI PROGRAMME?

The Programme aims to develop future Māori arts managers, professionals and producers, to support the Māori arts infrastructure, and establish pathways for emerging Māori who wish to embark on a career in the arts.

We have two internships available for people who are keen to build administration and management experience. We are now inviting expressions of interest from organisations that are able to provide the best possible learning environment for our interns.

#### HOST ORGANISATION REQUIREMENTS

Organisations that submit an expression of interest to become a host organisation in the MAI Programme must first be able to meet the following criteria. Each organisation must:

- Have a dedicated, senior staff member who can mentor the intern during the course of the intern's 20-week tenure and oversee the work of the intern.
- Be able to provide appropriate skills development, mentoring, pastoral care, and workstation for the intern.
- Be a New Zealand based arts and cultural organisation for example festivals, theatre or dance companies, performing arts venues, archives and art galleries. (Schools and education organisations are **not** eligible to be hosts.)
- Be able to submit a position description which clearly outlines the capabilities that are required for the role and the key tasks and outcomes that are to be achieved when undertaking the role.
- Be aware of the Health and Safety Act 2015 and must have health and safety policies and procedures within their own organisations.
- Must have a Covid19 risk management plan in place to adapt to changing alert levels.

It would be advantageous, if the intern is able to work on a kaupapa Māori event or project during their tenure.

### APPLICATIONS AND INFORMATION

Each organisation must submit the following information when applying for the programme:

- A completed Expression of Interest Form which outlines the core requirements to be MAI Programme Host.
- A position description that outlines the core capabilities, key results area, critical tasks, key performance indicators and outcomes for the intern's role.



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### IMPORTANT DATES

<b>Host Applications Closing Date:</b>	02 Sep 2022
<b>Host Interview Dates:</b>	12 – 16 Sep 2022
<b>Confirmation of Host Organisations:</b>	23 Sep 2022
<b>Call for Intern Applications:</b>	26 Sep 2022
<b>Intern Applications Closing Date:</b>	21 Oct 2022
<b>Intern Interview Dates:</b>	07 – 11 Nov 2022
<b>Placement period:</b>	16 Jan – 02 Jun 2023*
	*(dates may vary slightly)
<b>Location:</b>	Nationwide - New Zealand

**\*PLEASE NOTE THAT YOU WILL NEED TO ENSURE THAT YOU ARE AVAILABLE DURING THE INTERVIEW DATES AND PLACEMENT DATES.**

### HOW DO I APPLY?

To apply email the above information to **Mayet Regala Rigg** at [admin@maoriart.org.nz](mailto:admin@maoriart.org.nz)

**APPLICATIONS CLOSE 5.00PM, FRIDAY 02 SEPTEMBER 2022**

For further information check the **FAQ's** on our website - [www.maoriart.org.nz](http://www.maoriart.org.nz), phone or email Mayet Regala Rigg at [admin@maoriart.org.nz](mailto:admin@maoriart.org.nz) | 04 801 7914 ext 701.

### ABOUT TOI MĀORI AOTEAROA

Toi Māori Aotearoa-Māori Arts New Zealand is a Charitable Trust that promotes and supports the development of contemporary Māori arts.

Based in Wellington, Toi Māori delivered the original pilot programme of Māori art internship in 2014. Subsequently, Toi Māori was successful in undertaking the programme from 2015 to 2022.

### ABOUT CREATIVE NEW ZEALAND

Creative New Zealand is the government agency for funding of the arts. Following an extensive review of the MAI Programme, Creative New Zealand will fund Toi Māori to deliver the programme for three years (2020-2022) with a further three-year extension option. This internship programme is a capability-building initiative offered by Creative New Zealand to enable artists and arts practitioners develop professional careers in arts management.