



## MĀORI ARTS INTERNSHIP PROGRAMME 2018

*“Developing future leaders within Māori arts infrastructure”*

### INTERN 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 six internships available for people who are keen to build administration and management experience – in the arts area of their choice. We are now inviting applications from suitably qualified and enthusiastic people who are serious about making a career from the arts.

#### BENEFITS TO INTERNS

An internship provides the opportunity to gain valuable experience in a working environment to those looking to explore or gain the relevant knowledge and skills required to enter into a career in the arts.

- Gain valuable work experience which you can add to your CV.
- Apply knowledge learned in training or education in a work environment.
- Enhance your skills and learn new ones through workplace based learning.
- Explore a new career path.
- Enhance your career prospects.
- Gain networking opportunities and keep close to the labour market.
- Build your confidence through work experience.
- Access and connection with the Toi Māori Aotearoa networks.
- Support from the Toi Māori office.

#### IMPORTANT DATES

<b>Applications Open:</b>	26 February 2018
<b>Applications Close:</b>	23 March 2018
<b>Interview dates:</b>	9 – 20 April 2018
<b>Placements begin:</b>	21 May 2018 (dates may vary slightly)*
<b>Placement Ends:</b>	8 October 2018 (dates may vary slightly)*
<b>Location:</b>	Nationwide - New Zealand (*Please note that locations may vary and will dependant on the Host organisation. There may also be a possibility of relocating to a different city).

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



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### 2018 HOST ORGANISATIONS

The confirmed host organisations for the 2018 programme are:

- Blue Oyster Art Project Space, Dunedin
- Kahurangi NZ Māori Dance Trust, Hastings
- New Zealand Book Council, Wellington
- Te Pou Theatre, Auckland
- Tempo Dance Festival, Auckland
- The Basement Theatre, Auckland

### APPLICATIONS AND INFORMATION

Interns must be of Māori descent, have a tertiary qualification and/or minimum of three years continuous experience working in the arts as an artist, producer or administrator. The internships are paid and will run for a maximum of 20 weeks based on 37.5 working hours per week. The interns will be contracted with Toi Māori Aotearoa on a fixed term contract basis, which will be subject to tax. Interns are expected to set aside time to liaise with an assigned mentor in addition to the work hours.

Toi Māori Aotearoa will seek placements for interns with arts organisations dependent on each intern's interests and preference. The actual hours and period of work will be confirmed in conjunction with the host organisation.

#### WHAT ARE WE LOOKING FOR?

##### PERSON DESCRIPTION

###### Personal attributes

- Māori descent
- Enthusiastic, proactive and fast learner
- Sound understanding of customer service
- Ability to prioritise and work under pressure, ability to deliver to deadlines
- Accurate and attention to detail, multi-tasker
- Excellent communication skills (written and spoken) in English
- Basic understanding of Te Reo Māori me ona Tikanga
- Excellent people and networking skills
- Team spirit

###### Computer skills

- Good computer skills using standard office products (Excel, Word, Powerpoint etc)
- Experience of working with databases and social media desirable

###### Experience

- Tertiary qualification or equivalent training/qualification and/or
- A minimum of three years continuous experience working in the arts as an artist, practitioner or administrator.



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### HOW DO I APPLY?

To apply please email the following:

- a cover letter telling us what your goals and aspirations for the future are and your preference for a host organisation\*
- your curriculum vitae

Applications can be emailed to **Keriata Royal-Taeao** at [keriata@maoriart.org.nz](mailto:keriata@maoriart.org.nz)

\*please note that the preference you provide will not necessarily guarantee a place at that host organisation, however we will take this into consideration for those who are successful in reaching the shortlist

**APPLICATIONS CLOSE FRIDAY 23 MARCH 2018**

For further information check the **FAQ's** on our website - [www.maoriart.org.nz](http://www.maoriart.org.nz), phone or email Keriata Royal-Taeao at [keriata@maoriart.org.nz](mailto:keriata@maoriart.org.nz) | 04 801 7914

### ABOUT TOI MĀORI AOTEAROA

Toi Māori Aotearoa: Māori Arts New Zealand is a Charitable Trust and an umbrella organisation that supports the development of contemporary Māori arts.

Based in Wellington, Toi Māori Aotearoa is one of New Zealand's leading creative Māori Arts production organisations. The organisation represents 10 national art form committees covering the visual, performing and literary arts. Toi Māori Aotearoa annually produce a wide range of events and activities that includes festivals, exhibitions, performances, publications and workshops that relate to a wide spectrum of Māori art forms.

### ABOUT CREATIVE NEW ZEALAND

Creative New Zealand is the national arts development agency developing, investing and advocating for the arts. This internship programme is one of the capability-building initiatives offered by Creative New Zealand to help artists and arts practitioners develop professionally, manage their organisations more effectively and develop audiences and markets for their work.