

Expressions of Interest

Closing date: Monday 4 September 2017

Digital Marketing & Office Admin Coordinator

Community Arts Network (CAN) is seeking expressions of interest from digital marketing professionals who are interested in working with an organisation with a vision towards a just, diverse and resilient society. At CAN, we know arts transforms communities.

Sharing in this belief, the successful candidate will join a motivated and fun team, who work collectively towards a common purpose. CAN brings artists, creatives and diverse communities together to share stories, learn from each other and make inspiring art.

Skills required:

Wordpress proficient, Adobe suite knowledge, social media experience across all platforms, media analytic capacity, Mailchimp or similar, strong Microsoft suite experience in particular Word formatting and Excel, database management, office administration, supporting project managers and accounts.

Where: King St Arts Centre, Cnr Murray and King St, Perth.

When: 30 hrs week Mon – Fri (can be flexible).

How much: Pro rata for 30 hrs based on a full time annual wage \$50,000 – 58,000 p/a

About CAN

CAN has a 30 year history of nurturing community arts and cultural development practice and delivering artistic excellence with and for communities.

CAN is recognised as a national leader in facilitating the production of community arts that delivers social outcomes for participants. Our work is concentrated with communities on Noongar Country and with CaLD communities of WA.

CAN values

Respect	We honour the inherent worth of all people, cultures and the environment
Social equity	Everyone deserves the same opportunity to engage, participate and flourish
Resilience	We foster connectedness for strong and thriving communities
Creativity	We create art that inspires the sharing of culture and identity

EOI Process:

Interested applicants should provide:

- A one page EOI outlining
 - relevant skills and experience
 - how your work history and personal approach can contribute to CAN's values
- A current CV

Shortlisted applicants will be contacted for interview week commencing 4 September 2017.

Please send submission to Laura Murphy admin@canwa.com.au by close of business, Monday 4 September 2017.