

## POSITION OVERVIEW

PROGRAM LEADER  
SUNSHINE COAST CHOIR



### JOIN THE UPBEAT ARTS TEAM – SUNSHINE COAST

Upbeat Arts is looking for a special person to lead our newest program – a choir on the Sunshine Coast. You'd be playing an active role in making a difference to the lives of the new members of the choir, and your own life will be enriched too! This is a unique and exciting part-time role, and we encourage you to read on to see if you might just be the person we're looking for.



### WHO IS UPBEAT ARTS?

Upbeat Arts delivers group-oriented recovery programs for long-term clients of Queensland Mental Health services, which help build confidence, self-esteem, communication and life skills. Our arts programs build social connections, positive mental health and overall well-being. Singing in an Upbeat Arts choir is the perfect opportunity to join with like-minded people in a safe and fun environment.

We're a non-government, non-profit organisation committed to changing lives through the arts. We launched our first choir in Brisbane in 2014 and then a second in North Brisbane in 2022. We also hold two creative writing workshops each week.

We believe everyone has a voice and that includes those who work with us.

### OUR PURPOSE

Our purpose is to improve health outcomes through creative arts programs. We walk alongside our members as they build social connections and grow their life skills.

## YOUR ROLE

As the Program Leader, you'll facilitate and lead our Sunshine Coast Choir. No two days will be the same, as you bring together and then oversee our team – staff, volunteers and members. The role includes managing all elements of the choir – from communications, recruitment, venue liaison, events, rostering, conflict resolution, networking, social media, administration etc. Our Position Description tells the whole story, ask us for a copy if you don't already have it.

You'll be responsible for the activities of the choir and be fully supported by the Upbeat Arts Management Team.

This is a part-time role, where you can work from home (or the local coffee shop) when not at the choir's weekly rehearsal and your time commitment will be built around the agreed day and time of the weekly choir rehearsal.

## WHAT YOU'LL BRING

A passion for the arts and mental health recovery, and you'll be caring, resourceful, organised and proactive.

Relevant tertiary qualifications are desirable but not mandatory.

Demonstrated knowledge and experience in working with a diverse client group including people experiencing mental illness, and their carers/families.

Demonstrated experience in a leadership role within the mental health sector (desirable).

Well-developed interpersonal, verbal, and written communication skills, and the demonstrated ability to work effectively in a team environment.

You'll be computer literate, and proficient in the Microsoft Suite of programs: Word, Excel, PowerPoint, OneDrive, Outlook etc.

## HOW TO APPLY



Head to our website to find out more about us and to review the Position Description.

Apply by email to [info@upbeatarts.org.au](mailto:info@upbeatarts.org.au) by 15 February 2024.

Please provide a two-page resume detailing your experience and qualifications.

In your cover letter, please be sure to tell us these things:

- Why you'd like to work with us?
- What is it about the Upbeat Arts choir model that excites you?
- Why you'd be a great fit for this role?

Ensure that either your resume or cover letter responds to the "Qualifications" and "Experience" elements of the Position Description.