

CANDIDATE PACK



[gameboy] by Amy Zhang, 2024. Image by Jade Ellis.

**CHIEF EXECUTIVE OFFICER
(CEO)**

ACKNOWLEDGEMENT OF COUNTRY

Metro Arts pays its respect to the Traditional Custodians of the lands on which we work and create.

We honour the story-telling and art-making at the heart of First Nations' cultures, and the enrichment it gives to the lives of all. Metro Arts recognises the importance of story and expression in the process of truth-telling, and we commit to support First Nations Peoples on this journey.

Always was. Always will be.



FROM THE BOARD

We are thrilled to kick-off our search for the new Chief Executive Officer for Metro Arts, a Brisbane-based organisation that has been supporting emerging and independent artists and creatives for over 40 years. Art Starts Here.

It is an exciting time for Metro Arts as we continue to refine our future direction following a strategic review in 2024. As we move towards the delivery of the Metro Arts Strategic Plan 2026-2030 we are examining how we align our initiatives with the aspirations and needs of artists and our wider community and how we harness our resources effectively and prioritise the key areas where Metro Arts can have the most significant impact and create a profound and lasting contribution to Queensland's cultural ecosystem.

We seek a CEO who is collaborative, energised, passionate and ready to work with an engaged and supportive Board to drive the next chapter, together. With artists and creatives at the centre, we also want to captivate and grow diverse audiences and we are looking to the new CEO to help make this happen.

Thank you for your interest and engagement in this wonderful role - we invite you to reach out to Jade Lillie who is leading this search for us.

Tara Hastings, incoming Chairperson and the Metro Arts Board.



CAKE by IMRSE, 2024. Image by Jade Ellis.

ABOUT METRO ARTS



Metro Arts exists to ensure new art is created today, tomorrow and beyond.

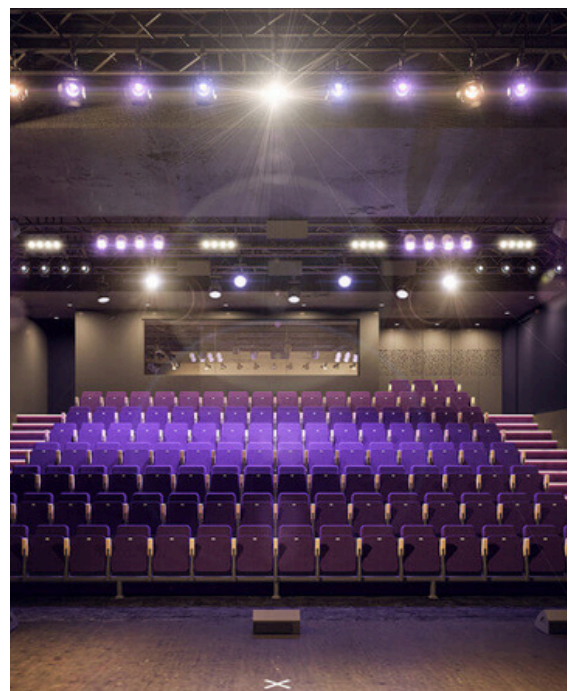
Metro Arts proudly stands as Queensland's leading home for artist development, with over 40 years of history shaped by resilience, creativity, and a commitment to those who forge our cultural future. We champion emerging and independent artists as the foundation of a thriving arts ecosystem.

The future of the arts depends on supporting artists at all stages of their careers—whether starting their creative journeys or solidifying their legacy. Breaking through career development barriers requires meaningful support and bold action. Metro Arts bridges these gaps, empowering artists to challenge conventions and enrich our cultural landscape.

Based in Brisbane's West End, a diverse community steeped in cultural richness, Metro Arts draws inspiration from its surroundings while extending its reach across the city and beyond. West End's varied voices and traditions inform our work, and we strive to reflect Brisbane's broader geographic and cultural diversity in the artists and artforms we support.

In 2030, Metro Arts will turn 50. In the lead up to this milestone, we are looking to the next CEO to drive the vision, realise the full potential of Metro Arts and establish the model for the future.

[You can read our 2026 - 2029 Strategic Plan here.](#)



ABOUT THE ROLE

The CEO leads the strategic, creative and operational development of the organisation. This key leadership role works closely with the Metro Arts Board and Staff to ensure long term viability and impact in the Brisbane, Queensland and national creative and cultural landscape.

ABOUT YOU

The right person for this role is collaborative, strategic, creative and brings strong business acumen.

You are visionary with a strong commitment to communities, artists and audiences. You are a leader in the creative and cultural sectors, known for your advocacy and ability to influence with clarity and confidence.

You love engaging with artists, stakeholders, donors and patrons alike, with a strong sense of where Metro Arts can deliver a unique offering with great outcomes. You are confident and clear on how to realise short, medium and long term goals while working collectively to make this happen. You are a team player with the ability to influence and impact.

You're not afraid to ask questions, you are solutions-focused and bring an awareness to markets, audience segments and creative ways to activate venues and opportunities with communities and artists. You can explore multiple scenarios and options in parallel, enabling you to pivot when needed.

You are great at giving a full picture and bring fresh perspectives to whatever the opportunity, problem or challenging situation may be.

You have strong administrative capabilities, understand how to run a venue and an artistic program, love to understand and solve a problem, have strong local, state and national networks with an interest in growing the support base for Metro Arts.

Joy and celebration are key to your practice and leadership style.

ROLE OVERVIEW

- Title:** CHIEF EXECUTIVE OFFICER (CEO)
- Reports to:** Board of Directors, via Chairperson
- Contract:** Full-time, based in Brisbane, QLD
- Remuneration:** \$130,000 + (negotiable based on skills and experience) plus superannuation
- Terms:** Three-year term with six (6) month probation
- Direct Reports:** Six (6) - Operations Manager, Finance Officer, Marketing and Communications Officer, Artistic Associates (Performance and Visual Arts) and Producer.

PRIMARY OBJECTIVES

To lead Metro Arts in all areas of organisational development and sustainability including operational effectiveness, finance and compliance, people and culture. The CEO is also responsible for the management of creative and cultural programs, venue oversight and stakeholder relationships to achieve Metro Arts vision and goals.

KEY FUNCTIONS

The CEO will:

1. Provide energetic, dynamic and exciting leadership for Metro Arts - leading by example and ensuring the strategic objectives are in focus at all times
2. Facilitate a sustainable, culturally safe and supportive people-centred workplace
3. Ensure the balance between cultural, creative and commercial imperatives
4. Analyse and re-establish the role of Metro Arts in the local, state and national landscape
5. Lead the sustainability and accountability agenda including management of finance, operations and fundraising
6. Be a compelling and influential advocate for Brisbane and Queensland artists, the creative and cultural sectors and Metro Arts' role in the landscape, especially in the lead-up to the 2032 Olympic Games
7. Amplify and represent Metro Arts' values, vision and reputation
8. Cultivate and maintain strong stakeholder relationships with government and non-government partners.

ROLE RESPONSIBILITIES

STRATEGY, GOVERNANCE AND LEADERSHIP

- Lead the refinement and implementation of the Metro Arts Strategy and associated action plans, with Board, Staff and Stakeholders
- Lead and develop the creative and cultural program
- Ensure timely and transparent reporting to the Board with a view to decision-making and leadership
- Ensure all functions of the organisation are transparent, accountable and consistent with the Constitution and Strategic Plan
- Ensure all legal and regulatory responsibilities are met.

OPERATIONS, FINANCE AND SUSTAINABILITY

- Oversee the development and management of the organisational budget
- Deliver a thoughtful and impactful approach to fundraising and income diversification
- Lead and implement the commercial strategies across all areas of the business - from venue hires, events and other activities
- Develop and maintain a thorough understanding of the operating context including risks and opportunities.

PEOPLE AND CULTURE

- Facilitate a strong, resilient and informed workplace culture that is collaborative and engaged
- Cultivate and encourage a transparent and empowered work culture with the Metro Arts team
- Ensure Metro Arts is a safe environment for artists, cultural workers and creatives
- Inspire and engage staff in achieving organisational objectives and identifying potential for growth
- Lead and ensure annual performance appraisals, reflection and feedback are part of every staff member's experience.

ROLE RESPONSIBILITIES

STAKEHOLDER ENGAGEMENT

- Cultivate and maintain respectful, productive and reciprocal relationships with stakeholders - government and non-government, arts and non-arts
- Establish and maintain strategic networks for Metro Arts across a range of sectors including creative and cultural, business, tourism, education and others
- Ensure all staff have an opportunity to participate in stakeholder engagement and help cultivate the Metro Arts approach.

ADVOCACY AND INFLUENCE

- Advocate and contribute to the national agenda to promote artistic freedom and cultural expression
- Ensure strong relationships with funders and stakeholders with a view to furthering Metro Arts and the creative communities of Brisbane and Queensland
- Act as a confident and trusted representative for Metro Arts in all forums
- Contribute to state and federal strategic opportunities for organisational growth and development.



'the churchie', 2024. Image courtesy of 'the churchie'

INTERESTED IN FINDING OUT MORE?

To ask questions or have a confidential discussion, please contact:

Jade Lillie

hello@jadelillie.com

TO APPLY

1. Current CV - no more than four pages
2. A cover letter that responds to the responsibilities outlined above. Please be sure to include why you are the right person for this role
3. Send to Jade Lillie, hello@jadelillie.com by 11.59pm Sunday 04 May 2025.

FOR YOUR INFORMATION

- We will likely have a two-stage interview process
- First stage interviews will take place online
- Second stage will likely be no more than two candidates and take place in-person, where possible
- Interviews will likely take place between Monday 12 May and Friday 23 May
- We are hoping the successful candidate will be in place around mid-July 2025.
- There is a small relocation allowance available for the preferred candidate if moving from interstate or overseas.

Note - timeframes are subject to change.



DANCE24, 2024. Image by Jade Ellis.

Metro Arts is committed to equality and diversity, through our program of activities and as an employer. Our practices and procedures aim to reflect the varied needs, expectations and culture of all members of our community. We make every effort to ensure that no member of the community receives less favourable treatment in our recruitment or when accessing our services on the grounds of gender, gender identity, disability, race, religion or belief, age or sexual orientation.

Government Partners



**Queensland
Government**



Dedicated to a better Brisbane

Metro Arts is supported by the Queensland Government through Arts Queensland. Metro Arts is proudly supported by Brisbane City Council. Metro Arts Visual Arts (MAVA) Substation is assisted by Brisbane City Council.