



A U S T R A L I A

## **Business Development Manager – Co3, Western Australia’s contemporary dance company**

### **About the Role**

Do you like to do the Hustle? Co3, WA’s flagship contemporary dance company is seeking a new Business Development Manager; someone who is thoughtful, ambitious, with a proven track-record in successfully generating income through fundraising and / or sponsorship, and a willingness to try a few moves of their own.

This role is integral to the continued sustainability and growth of Co3, and you’ll be a key part of the small team and work closely with the both the Executive and Artistic Directors. With a focus on relationship building, you’ll be energised by maximising current income streams for a not-for-profit, plus excited about securing additional resources from a range of current and potential stakeholders. Working in consultation, you’ll be responsible for developing and negotiating new corporate and philanthropic connections, managing existing relationships, and effectively growing income streams for the variety of services and programs the company delivers.

### **About Co3 Australia**

Based in Perth, Co3 Australia is the state’s flagship contemporary dance company, contributing a unique voice to the national cultural environment. As a resident company at the State Theatre Centre of Western Australia, Co3 performs in the Heath Ledger Theatre and Studio Underground.

Founding Artistic Director, Raewyn Hill, brings national and international experience to the creation and performance of world-class repertoire, and is renowned for her development of exemplary dancers, the programming of visceral and powerful contemporary dance works, and the creation of transformative community and education programs.

Under Raewyn’s direction, Co3 comprises a main company of professional dancers, extensive education engagement programs that are underspinned by a focus on personal wellness and self-care, an Elite Training Squad and Youth Ensemble, demonstrating a culture of excellence and collaboration.

### **Responsibilities**

- In partnership with the Executive Director and Artistic Director, develop strategies for generating, and successfully secure, income for the Company
- Research, identify and build relationships with potential clients; arrange and attend stakeholder meetings
- Lead the contractual and partnership negotiations with a range of external partners and individuals
- Work with the team to develop proposals and pitches and present individually or as part of a team
- Develop plans to sustain longer-term engagements with the Company
- Attend networking events and represent the core values of the Company
- Maintain regular and authentic contact with all stakeholders
- Manage events that connect stakeholders more closely with the Company
- Research and develop a thorough understanding of the Company’s people, programs, and values



Government of Western Australia  
Department of Culture and the Arts



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## Skills & Expertise

The successful applicant will:

- Possess exceptional communication skills, both written and oral, with strong attention to detail
- Demonstrate a successful track-record in fundraising and sponsorship, and / or experience in sales, business development, and / or customer support, and maintenance of client relationships
- Be personally persuasive and a robust negotiator
- Possess a high degree of financial knowledge and experience with strategic financial planning and management
- Demonstrate strong time management skills and a proven ability to plan and prioritise multiple activities
- Possess strong computer skills and some understanding or experience in data-base management
- Experience working in the not-for-profit sector will be valued but is not essential
- Demonstrate the personal values of kindness, caring, courage and creativity
- Articulate the Co3 Australia values of integrity, courage, excellence, engagement and resilience
- Value open inter-personal communication, demonstrate a desire to learn, and exhibit personal resilience
- Work collaboratively, as well as independently, within a small team
- Display strong leadership qualities that value personal development in others
- Be willing to undertake, and meet the requirements of the Working with Children Check

## Salary & Job type

- Commensurate with experience
- Fulltime or negotiable pro-rata on experience

## Contract

- One year fixed term position, with option to renew subject to performance
- Desirable start date of January 2018

## Application

- For further information, please email or call
  - Richard Longbottom  
Executive Director | Co3  
[richard@co3.org.au](mailto:richard@co3.org.au)  
(08) 9226 2322
- To apply for this position, please email (with subject heading "Co3 Business Development Manager") a cover letter, resume, and statement addressing the skills and expertise required for the role to
  - [richard@co3.org.au](mailto:richard@co3.org.au)

## Application Process

- Applications close on Tuesday 21 November 2017
- Short-listed applicants will be invited to interview in the week 27 November – 1 December 2017



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