

JOB TITLE Prahran Square Activation Officer	CLASSIFICATION Band 6	REPORTS TO Manager Events Arts & Culture
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WHAT WE TRUST YOU TO DELIVER



- Devise and engage strategies and programming that maximises visitor experience and deliver, creative, cultural and economic outcomes for the city
- Manage and implement the planning and delivery of events, programming and place activation at Prahran Square.
- Attract, manage and oversee third party hirers and partners ensuring alignment to strategic imperatives and outcomes.
- Collaborate with community partners and local businesses to champion activation and be involved in programming at Prahran Square.
- Contribute to the development and implementation of marketing activities to promote Prahran Square as a destination for a diverse range of audiences.
- Achieve collaborative alignment and integrated delivery of programs, projects, and services at Prahran Square alongside key internal stakeholders.

WHAT YOU'LL NEED TO THRIVE



- Demonstrated experience in the successful delivery of events and activations in commercial, creative and community environments.
- Proven ability to implement programming strategies and deliver measurable outcomes for complex and large-scale projects.
- Highly developed interpersonal skills to communicate with a diverse range of stakeholders and develop mutually beneficial outcomes.
- Proven ability to lead and coordinate a highly collaborative project team to develop and implement processes and procedures and deliver successful outcomes.
- Proven ability to develop place making strategies and analyse complex situations that develop innovative solutions and deliver creative programming.
- Experience in managing budgets and financial processes.
- Tertiary qualifications in the areas of event planning, programming, communications are highly desirable.

WHAT WE'LL DO TO SUPPORT YOU



- Provide a safe and welcoming environment where you will be encouraged to innovate and embed new ways of working.
- Deliver opportunity for genuine engagement and collaboration across all levels of the business.
- Commit to your long term growth and career development.
- Provide access to our Executive Team to share ideas and make a positive difference across the organisation.

WHERE YOU FIT IN AND THE DIFFERENCE YOU CAN MAKE



VISION Council will be an inclusive, healthy, creative, sustainable and smart community
VALUES Cooperation, Change and New Ideas, Learning, Achievement, Communication & Accountability

OUR CAPABILITY FRAMEWORK OUTLINES THE BUILDING BLOCKS WE USE TO DEVELOP OUR ORGANISATION AND PEOPLE



CAPABILITY	Technology Savvy	Systems Thinking	Inspiring People	Customer Centric
LEVEL	3	3	3	3
CAPABILITY	Developing self & others	Building Relationships	Communicating & Presenting	Delivering results
LEVEL	3	4	4	4