

DANCEHOUSE D/

SEEKING A TREASURER

Dancehouse is seeking expressions of interest to join the Board in the role of Treasurer.

The Treasurer is an executive position on the Dancehouse Board and is appointed for a term of 3 years (with the option for two term renewals).

ABOUT DANCEHOUSE

Established in 1992 by local artists, Dancehouse represents a diversity of visions, practices and generations and is equally committed to the development of dance artists, dance audiences and the artform.

As Australia's only venue dedicated solely to the presentation of contemporary dance, Dancehouse plays an integral and irreplaceable role in the growth, sustainability and exposure of a vibrant Australian independent dance sector.

At the heart of Dancehouse is a heritage Victorian building in North Carlton on unceded Wurundjeri Country. The building has two studios and a theatre space and is leased generously by the City of Yarra for nominal rent.

Dancehouse offers accessible and affordable spaces to an array of movement practitioners, teachers, audiences and communities. As a producing and presenting house, Dancehouse hosts large-scale events and festivals that support both local artists and international guests and offer programs that are incubators, catalysts and connectors; spanning presentations, commissions, training, residencies, research, capacity building, public programs, digital content, and publications.

www.dancehouse.com.au

EXPRESSION OF INTEREST

Dancehouse is excited to work with a Treasurer who is interested in working with our small team to build and support efficient financial management, strategies and reporting.

Dancehouse encourages prospective Treasurers with experience or interest in:

- Management of small businesses (turnover less than \$1 million) particularly in creative fields;
- Financial management (CPA or Bookkeeping experience desirable);
- Dance

If you have any questions or are interested in the role, please email Dancehouse CEO/ Artistic Director: director@dancehouse.com.au or call 03 9347 2860.

Please submit a short CV outlining your experience and interest by 5pm, Friday 21 May 2021.

KEY INFORMATION FOR NEW TREASURERS

- Dancehouse is an incorporated association and registered charity with a governing Board of 8-10 members. All Board members are volunteers
- Annually, Dancehouse has six ordinary Board Meetings and one Strategic Planning meeting. The Treasurer contributes some additional hours of support to Dancehouse for Board reporting, audit preparation, and monthly budget and cashflow

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- Dancehouse accounts are independently audited annually (calendar year)
- Dancehouse uses Xero accounts and the CEO/ Artistic Director and Operations Manager manage the day-to-day payments, banking, reporting and budgeting. A bookkeeper provides monthly support
- Since its establishment, Dancehouse pays peppercorn rent to City of Yarra to own and operate our Carlton premises for the artform and the local community
- Dancehouse regularly receives support and funding through a range of mechanisms including: government, private, and through philanthropic gifts and trusts and foundations. Dancehouse is currently the recipient of highly-competitive recurrent funding from Australia Council for the Arts (Federal) and Creative Victoria (State)
- Regular earned income streams for Dancehouse are venue hire, and box office
- Turnover is around \$850,000 per annum and the organisation currently has adequate financial reserves
- Dancehouse reports to both Consumer Affairs Victoria (CAV) and the Australian Charities and Non-Profit Commission (ACNC)
- Dancehouse's current Treasurer is due to conclude their multi-year term by mid-2021 and will work with staff on a handover with the new Treasurer following the 2020 audit.