

Recruitment of Digital Media Resources Manager (part-time)

Job Title: Digital Media Resources Manager
Location: 9-12 Lower Buckingham Street, Dublin 1
Hours: 3 days per week
Conditions: €40,000 per annum pro rata
Start Date: April 2023
Terms: 18 months contract

An opportunity has arisen to work with the FSAS team on its programme and delivery of service. A short-term contract as **Digital Media Resources Manager** will be awarded to the successful applicant to work on innovative project development and delivery, as well as the overall residency and resources offered by FSAS.

FIRE STATION ARTISTS' STUDIOS

Located in a re-purposed Fire Station in Lower Buckingham Street, Dublin 1, Fire Station has provided support for Ireland's visual artists for 30 years. FSAS is a key resource organisation funded by the Arts Council of Ireland, located in a landmark Dublin City Council inner city building. The FSAS mission is to enable contemporary visual artists with recognised potential to sustain a practice of quality and integrity.

FSAS achieves this through providing affordable residential and studio spaces, practical and evolving resources in Sculpture and Digital Media, professional support and development with a local, national and international remit.

The dedicated, mutually supportive and flexible small team at FSAS aims to achieve excellence in the provision of services and is constantly developing innovative means of delivering the organisation's mission. Further information can be found on [FSAS website](#).

Purpose of role

This role requires the oversight and management of equipment, including upgrading and developing the range and application of what FSAS offers in support to Visual Artists. As the range of Digital Media used by Visual Artists expands and develops, FSAS aims to provide skills development and training in the required applications, in trouble-shooting and looking at future developments and in creating partnerships with complementary and like-minded organisations. This may include working with software, video, film, and applications as yet unknown.

Job Description

- To work with the Director and colleagues to implement the organisation's objectives
- To deputise for the Director as necessary, including key holding for the building

- To deliver the agreed areas of programme, including local projects, working with other arts organisations in partnership, the FSAS Summer School and other projects as developed
- To develop relationships and networks for artists from FSAS that nurture professional opportunities and possibilities for digital media resources in exhibition and practice development
- To work with Graduate awardees and Professional Practice awardees, to maximise their awards through expertise and knowledge.
- To maintain and safeguard the equipment in the Digital Media Resource area
- To administer and monitor the hiring / usage of equipment by artists
- To work with sectoral partners in the provision of services and opportunities to visual artists
- To participate in assigned programme events in terms of preparation, delivery and post-delivery
- To manage the budgeting and financial parameters of the Digital media expenditure in line with the organisation's budgets and to budget and make timely proposals for upgrade or any replacement of equipment
- To assist and support in making funding applications
- To take part in general office procedures as appropriate
- To work with FSAS as a supportive member of a close-knit and flexible team

Desirable qualities and person specification:

- Qualifications of Masters in an appropriate field of arts study or equivalent professional experience
- Nationally and internationally networked across visual arts and artists residencies
- A proven track record of project management in visual arts
- A self-starter with a commitment to furthering the development of visual art practice in Ireland
- A demonstrable interest in the international scene of artists residencies, national and international curatorial and art practice

To apply:

Please send a CV along with a cover letter to Director, Fire Station Artists' Studios, 9-12 Lower Buckingham Street, Dublin 1, or email to director@firestation.ie.

Deadline for receipt of applications: **Wednesday 22 February 2023 5pm**

Interviews: **Tuesday 7 March 2023**

Late applications will not be accepted