

CreateSA Aboriginal and Torres Strait Islander Arts Advisory Panel: Expression of Interest Guideline

Purpose

In February 2022, the first Aboriginal and Torres Strait Islander Arts and Culture Strategy (the Strategy) was launched. Its main objective is to 'champion Aboriginal and Torres Strait Islander arts and culture whilst creating awareness and support to artists and art workers to create a culturally safe environment for all to thrive and achieve'.

The purpose of the Advisory Panel (the Panel) is to embed Aboriginal and Torres Strait Islander perspectives and voices in the consideration, development, and delivery of CreateSA initiatives and programs. The Panel will provide advice and feedback that guides and strengthens CreateSA on best cultural and community practices within South Australian arts and culture.

A key focus of the Panel is to advise on the direction of the Strategy and its ongoing implementation. The Strategy is guided by an implementation plan that is informed by engagement with the Panel, the Aboriginal arts and cultures sector and the wider South Australian arts and culture sector.

The Panel will also advise on the delivery of *A Place To Create*, the 10-year cultural policy for all South Australians to continue building a strong and sustainable cultural future for our state.

The Panel's advice is not legally binding. It is anticipated that the members' experience and knowledge will ensure the intentions of the Strategy and implementation plan remain on track as well as inform broader conversations outside of the Strategy.

Exclusions

The Advisory Panel will not approve grants, grants assessors, or policies, nor advocate for applications in assessment through CreateSA grant programs.

The Panel will not be held responsible for any actions taken by CreateSA or the Department of Premier and Cabinet.

Governance & Administration

- CreateSA First Nations team will coordinate all meetings for the Advisory Panel, including the preparation of meeting agendas, attending all meetings to record the meeting minutes, circulate minutes and facilitate information sharing between meetings.
- The Advisory Panel will be chaired by a Panel member, identified and appointed through the Expressions of Interest (EOI) process.



- The Terms of Reference for the Advisory Panel will be made available to the incoming panel upon approval of their application, and the panel will be able to edit the terms of reference.

Membership

- The Advisory Panel will consist of up to six members.
- The quorum for any meeting is half of the appointed Advisory Panel meetings plus one.
- Members must identify as being either Aboriginal and/or Torres Strait Islander.
- Members must be based in South Australia and live in South Australia six months or more per year.
- A staff member from the Aboriginal Affairs and Reconciliation unit of the Attorney-General's Department may be nominated.
- The Advisory Panel will include at least one Elder or senior cultural leader.
- The Advisory Panel will include at least one member from a regional or remote community.
- Membership will also consider an appropriate gender and age mix, as well as representation of a breadth and diversity of members' skills and experience.
- Each Advisory Panel member's term will be for up to two years.
- At the end of an existing term and to ensure transparency, panel members are permitted to re-nominate through the EOI process.
- Any member of the Advisory Panel may resign from their position by providing written notice to the Chair or designated representative. The resignation will take effect upon receipt of the notice, or at a later date if specified and approved by CreateSA.
- All parties are expected to engage in good faith and uphold the values of transparency, respect, and professionalism.
- The Advisory Panel will commit to attending three to four meetings per year to ensure timely and coordinated advice can be accessed by CreateSA. Advisory Panel members are required to read all documentation received prior to meetings.
- All members will be required to sign a *Code of Conduct* agreement provided by CreateSA.

Remuneration

Remuneration for Advisory Panel members are aligned to the Premier and Cabinet Circular, [PC016 – Boards and Committees: Remuneration, Governance and Diversity](#).

- Advisory Panel Chair to receive \$258 per meeting.
- Advisory Panel Members will receive \$206 per meeting.

Expressions of Interest

CreateSA will receive EOIs from Aboriginal and Torres Strait Islander individuals for the Advisory Panel via SmartyGrants, an online grants administration system. The EOI process will be communicated via email, the DPC website and social media.



Required elements include:

- Full name and Nation group/s
- Biography – to include relevant cultural knowledge, expertise and experience (500 word minimum)
- A supporting statement outlining key skills and interest for joining Advisory Panel.

Optional:

- CV/Resume – summary of expertise, skills and achievements
- No previous board/committee experience is required but a desire to lead and provide advice with strong governance is encouraged.

CreateSA will accept EOIs from Aboriginal and Torres Strait Islander individuals. EOIs will be considered based on the following desirable attributes:

- Knowledge of local and national Aboriginal and Torres Strait Islander arts and culture and general arts and culture sectors and networks.
- Cultural knowledge and expertise and ability to communicate this appropriately.
- Previous relevant experience both within the arts and working with Aboriginal and Torres Strait Islander communities.
- Commitment to supporting CreateSA Aboriginal and Torres Strait Islander Arts sector.
- Advocacy skills for Aboriginal community development, empowerment and outcomes
- Community minded collaborative approaches.
- Strong governance and leadership skills.

An internal assessment panel, convened by the Manager Aboriginal and Torres Strait Islander Art will assess all EOIs. This assessment panel will inform appointment recommendations which will be put forward to the Executive Director of CreateSA for official approval and appointment.

Timeline:

Eoi opens	31 March 2026
Eoi closes	12 May 2026
All applicants notified of outcomes	9 June 2026

For more information:

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Government of South Australia



CreateSA