

Godinymayin Yijard Rivers Arts and
Culture Centre
Volunteer Handbook



**Godinymayin
Yijard Rivers**
Arts & Culture **Centre**

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Welcome

The purpose of Godinymayin Yijard Rivers Arts & Culture Centre is to showcase and nurture the creative and cultural diversity of the Big Rivers Region by providing a meeting place for all.

The Godinymayin Yijard Rivers Arts and Culture Centre (GYRACC) is the flagship project for artistic and cultural development in the Katherine Region. Stage One, completed in June 2012, was the result of 10 years planning and community consultation driven by the Katherine Regional Cultural Centre Action Group and including key players in arts development, tourism, education and training, Indigenous land and economic development and government.

The building of Stage One created the first fully functioning community cultural space for the town and in its first five years has enabled the development and showcasing of performance projects, local exhibitions and increased access for local communities to national touring product. The multi-purpose space has hosted meetings, performances, celebrations and conferences for many local and Territory wide organisations.

Our Values

Values articulate what is important to an organisation and are like guiding principles of “how” an organisation conducts itself internally and works externally. These are the values of Godinymayin Yijard Rivers Arts & Culture Centre:

Inspiring - memorable experiences, freedom to be creative and challenged

Reconciliation - walking together as one

Inclusion - everyone, in all our diversity

Participation - active and engaged

Real - authentic and relevant

Bold - be exposed and have the courage to explore new boundaries

Partnership - positive relationships and connections

GYRACC values, respects and recognises all the people of the Katherine region and their histories and culture. We are committed to clear, honest and open communication, two way learning and teamwork. We strive to promote high quality arts practice across all areas and encourage collaborative working and sharing of our stories.

We actively consult and communicate openly with members of the local Indigenous community in order to establish Indigenous cultural perspectives on all exhibitions or public programs that involve Indigenous peoples.

Our work is underpinned by a number of protocols recognising the cultural diversity of the region and all aspects of arts practice, including protocols concerning the acknowledgement, presentation and retail of Aboriginal cultural products within the Centre.

Our Name

Godinymayin (Godding-marn) is the name of a respected Aboriginal elder who once lived on the land on which the Centre is built. He had a particularly close attachment to this land in accordance with

local Aboriginal culture. Godinymayin's story was the rock wallaby which you can see in our logo and public art.

Yijard (I-jard) is the word used for 'big' in one of the local Aboriginal languages. The Katherine region is known locally as the 'Big Rivers' region. Rivers such as the Katherine, the Roper, the Wilton, the Victoria and the Daly flow through the area, hence 'Yijard Rivers'.

Our People

Board of Directors

Toni Tapp Coutts – Chairperson

Jessica Powter – Secretary

Jake Quinlivan – Northern Territory Government Representative

Sharon Hillen – Community Representative

Danny Murphy – Community Representative

Naomi Hunter – Community Representative

Joshua Hunter – Dagoman Clan Representative

Bill Harney – Wardaman Clan Representative

Lisa Mumbin – Jawoyn Clan Representative

Robert Friel – Jawoyn Clan Representative/Deputy Chairperson

Sally Winberr – Wardaman Clan Representative

Jessie Brown – Dagoman Clan Representative

Staff

Trish Aspey – Office Manager

Brendan Penzer – Curator and Retail Manager

Kamahi Djordon King – Venue and Performance Manager

Our Programs

The versatile spaces in and around the cultural centre allow for a wide range of activities and programs to be carried out. The centre houses an exhibition space, a retail area, a 250 seat theatre, a board room, and an outdoors amphitheatre. These spaces allow for a diverse programming schedule, including exhibitions, performances, conferences, celebrations, school holiday programs and meetings. Recent programs of note have included the Melbourne International Comedy Festival Roadshow, X-Factor winner Isaiah Firebrace, Twine and Twine Again, and Painting My Country, Painting My Landscape.

Volunteer Roles and Responsibilities

GYRACC has a range of opportunities available for volunteers with the diverse array of programming at the centre. Volunteering opportunities at the centre include:

- Bartending and canteen duties

- Cleaning
- Retail
- Gardening
- Maintenance
- Working bees
- Barbecue and picnics
- Lighting and visuals
- Collection days

Volunteers at GYRACC also have responsibilities and are required to:

- acquaint themselves with the objectives and functions of GYRACC and the service they are providing;
- understand and acknowledge the relevant GYRACC policies and procedures;
- participate in the appropriate induction and training provided;
- operate under the direction and supervision of GYRACC staff or Board member to achieve the objectives required;
- notify GYRACC staff or Board member of any potentially hazardous situations to themselves or a third party; and
- report any injury/damage to themselves or third party to their direct supervisor or a GYRACC staff or Board member.

Volunteer Code of Conduct

GYRACC fosters the values of openness, honesty, tolerance, fairness and responsibility in social matters. Breached to the Code of Conduct may result in disciplinary action being taken, including investigation, removal of access or privileges, termination of engagement and referral to Police in the case of unlawful behaviour. The Code of Conduct requires that, in the course of their engagement, GYRACC volunteers must:

- Behave honestly and with integrity,
- Act with due care and diligence,
- Treat everyone with respect and courtesy and without harassment,
- Comply with all applicable Australian laws,
- Use GYRACC's property and money efficiently, carefully and honestly with due authorisation and without misapplication and/or misappropriation,
- Comply with any lawful or reasonable direction given by a person with the authority to give that direction,
- Maintain appropriate confidentiality in relation to dealings with Board members, staff and GYRACC information,
- Disclose, and take steps to avoid, any conflicts of interest whether real or apparent,
- Behave in a way that upholds the values, integrity and reputation of GYRACC,
- Not provide false or misleading information,
- Not make improper use of internal information or disclose an employee's status, salary, power or authority in order to gain, or seek to gain, an advantage for the employee/volunteer or for any other person,
- At all times behave in a way that upholds the core values of GYRACC; and
- While on duty externally, interstate or overseas, at all times behave in a way that upholds the good reputation of GYRACC.

Volunteer Protections

As a volunteer for GYRACC you have the right:

- to work in a healthy and safe environment,
- to be interviewed and engaged in accordance with equal opportunity and anti-discrimination legislation,
- to be adequately covered by insurance,
- to be given accurate and truthful information about GYRACC,
- to be reimbursed for pre-approved out of pocket expenses,
- to be given a copy of the organisation's volunteer policy and any other policy that may affect your work,
- not to fill a position previously held by a paid worker,
- not to do the work of paid staff during industrial disputes,
- to have access to a grievance procedures,
- to be provided with orientation to the organisation,
- to have your confidential and personal information dealt with in accordance with the provisions of the Privacy Act; and
- to be provided with sufficient training to do your job.

Directory

Name	Role	Phone number	Email
Trish Aspey	Office Manager		shop@gyracc.org.au
Brendan Penzer	Curator and Retail Manager		projects@gyracc.org.au
Kamahi Djordon King	Venue and Performance Manager	0458 675 036	venue@gyracc.org.au
Elle Mather	Volunteer Coordinator	0428 316 666	volunteer@gyracc.org.au