**PERSONAL DETAILS**

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**Nationality** Australian

**OVERVIEW**

I combine consulting with academic teaching and board membership. I have a particular interest in the arts, cultural and non-profit world and I’m particularly interested in leadership, management and board performance.

**EDUCATIONAL QUALIFICATIONS**

Honorary Fellow, School of Culture and Communications, University of Melbourne, 2013-2016

Graduate, Australian Institute of Superannuation Trustees

Certificate IV, Training and Assessment

Executive Program in Nonprofit Leadership – Arts, Stanford University, California, USA

Master of Business Administration, University of South Australia [previously S.A. Institute of Technology]

Gold Medal, Best MBA Graduate

Bachelor of Economics (Honours), University of Western Australia

**CONSULTING & TRAINING (examples)**

* Board advisor and facilitator – recent examples include Lord Mayor’s Charitable Foundation, Philip Adams Dance Lab, The Song Room, Circus Oz, headspace, Chamber Made Opera, Bell Shakespeare, Polyglot, Hothouse Theatre, 3MBS-FM, Back to Back Theatre, AusDance Victoria
* Organisational and Program Reviewer – recent examples include Melbourne Recital Centre, Arts Centre Melbourne
* Community Facilitation – recent examples include City of Port Phillip (Victoria) and City of Gold Coast (Queensland)
* Grants Chair, Creative Victoria, 2016-17
* Mentor, Emerging Arts Leaders, Australia Council, 2014-16
* *Principles of Fundraising*, Vietnam Institute of Cultural and Arts Studies, 2013 [Finalist in the Australia Arts In Asia Awards]
* Consultant, South African Broadcasting Commission, 1994-5
* Trainer, Radio Production and Management, Australian Broadcasting Corporation, 1992-4
* Trainer, *Women in Radio Management*, Asia-Pacific Institute for Broadcasting Development, Kuala Lumpur, 1993
* Member, various academic advisory boards including electronic journalism, open learning, media and arts administration.

**RECENT POSTGRADUATE AND UNDERGRADUATE TEACHING**

* Course coordinator and presenter, post-graduate **Advanced Arts Management**, University of Melbourne, 2004-current
* Course presenter, **Philanthropy & Development,** University of Melbourne, 2017
* Course presenter, **Arts Management**, University of Melbourne, 2015
* Course presenter, MBA program, **Effective Business Communication,** Central Queensland University, 2014-current
* Course presenter, **Human Resource Management,** CQU, 2016
* Course presenter, **Critical Thinking & Decision Making**, CQU, 2016-17

**MAJOR EMPLOYMENT HISTORY**

**Management Consultant** (2013-current) including:

* Strategic Planning
* Program Reviews
* Development and Implementation of Training Programs
* Board Performance Management
* General Management and Board Advice
* Mentoring
* Recruitment and Selection
* Locum Management Services

**Principal Research Fellow**, School of Culture and Communication, **University of Melbourne**, 2013-14

Key outcomes: Coordinate and present post-graduate Advanced Arts Management program

 Research on Arts Leadership

 Text book on Arts Management

**Executive Director, Melbourne Theatre Company**, 1994-2012

MTC is an autonomous department of the University of Melbourne and one of the top 10 theatre companies in the English language world with a turnover of $23 million

Key outcomes: Effective co- and solo leadership of company

Building of $55 million Southbank Theatre

 Creation of new HQ in $10 million building refurbishment

Development of multimillion reserves after taking over the company with a $4 million deficit

Increasing ticket subscriptions by 80%

Implementing new website, CRM and ticketing software

**ABC Radio** – various **management roles** including Federal Editor, Radio National, Melbourne and Station Manager, Radio National, ABC Radio, Sydney, 1989-1994

Key outcomes: Creating integrated on-air sound for Radio National

Implementing new programs such as *Life Matters*, *Late Night Live*, *Nightly Planet*, *Australia Talks Back*

Contributing the design and managing the relocation process of Radio National into new studios in Ultimo

Effectively managing nation-wide programming teams

**Station Manager, 6UVS-FM**, Perth, 1987-1989

Key outcomes: Preventing the station from being closed

 Designing and implementing the first state wide radio festival

 Managing the process of designing and building new studios and offices

 Motivating and managing over 100 volunteers

**University** teaching experience in addition to that listed above includes:

* Director, Arts Administration Program, SAIT, Adelaide, 1986-7
* Researcher and Lecturer, Elton Mayo School of Management, SAIT, Adelaide, 1984-6
* Senior Tutor, Economics Department, University of Western Australia, Perth, 1980-4
* Tutor, School of Business, WAIT, Perth, 1979
* Tutor, Economics Department, University of Western Australia, Perth, 1975

**PUBLICATIONS**

Co-authored with Sarah Reynolds & Kate McNeill, “Collaborative Leadership in the Arts as a Unique Form of Dual Leadership”, *Journal of Arts Management, Law, and Society,* March 2017

*The A to Z of Arts Management****,*** Melbourne: Tilde Business Publications, 2016

Co-author with Kate Macneill and Sarah Reynolds, “Authenticity and the Other”, *Journal of Leadership Studies*, Vol.6, No. 3, 2013

Co-author with Kate Macneill, “Leadership in Australian Arts Companies: One Size Does Not Fit All” in *Arts Leadership: International Case Studies* edited by Jo Caust, Melbourne: Tilde University Press, 2012

Co-editor with Simon Phillips, *Play On,* Melbourne: MTC, 2011

“Building Theatres in the 21st Century”, *International Symposium of Theater Arts and Cultural Administration*, National Sun Yat-sen University, Kaohsiung, Taiwan, 2009

Co-author with Kate Macneill, “Co-leadership and Gender in the Performing Arts”, *Asia Pacific Journal of Arts and Cultural Management*, Vol 6, Issue 1, 2009

MacNeill, K & Tonks, A (2009) Co-leadership and Gender in the Performing Arts, Engendering Leadership, Perth: University of WA, 1-17

Co-editor with Julian Meyrick and Simon Phillips, *The Drama Continues*, Melbourne: MTC, 2005

Co-author with Peter Brokensha, *The National Cultural-Leisure Industry Statistical Framework*, Adelaide: Corporate Concern, 1988

Co-author with Peter Brokensha, *Culture and Community: Economics and Expectations of the Arts in South Australia*, Sydney: Social Science Press, 1986

Co-author with Peter Brokensha, *1984 Adelaide Festival: Economic Impact*, Adelaide: SAIT, 1985

**BOARDS**

Over the last 30 years, my participation on Boards has included:

* Trustee, Mediasuper, 2014-ongoing
* Board Member, Theatre Network Victoria, 2010-2013
* Vice President, Live Performance Australia, 2007-2011
* Board Member, Live Performance Australia, 1996-2011
* Alternate Chair, Helpmann Awards Administrative Committee, 2006-ongoing; Chair of the Helpmann Dance and Physical Theatre Committee, 2002-2005, 2013-; Member of the Helpmann Theatre Panel, 2006-ongoing; and Helpmann Industry Award Panel, 2002-ongoing
* Member, Victorian Minister for the Arts Advisory Committee, 2000-2002
* Board Member, Back to Back Theatre Company, 1996-2006
* Board Member, Chamber Made Opera, 1995-2004
* Deputy Chair, Arts Industry Council (Victoria), 1997-2003
* Member, General Grants Advisory Committee, Community Broadcasting Foundation, 1992-4
* Deputy Chair/member, Public Broadcasting Association of Australia, 1987-89
* Member, Communications Advisory Council, WA Government, 1987-9
* Chair/member, WA Public Broadcasting Association, 1988-9
* Board Member, WA Ballet Company, 1988-9
* Board Member, Australian Dance Theatre, 1985-7

**OTHER**

* Member of the Order of Australia, 2017
* Women’s Honour Roll of Victoria, 2013
* Life Member, Live Performance Australia, 2011
* Justice of the Peace, Victoria (2007-ongoing