

Melbourne Writers Festival – Director

Director

Melbourne Writers Festival

Voluntary

Located in Melbourne

Apply your time and experience to enrich the Melbourne literary scene!

About Us

Melbourne Writers Festival (MWF) brings writers and readers together in May each year to be inspired, challenged and thrilled by an intelligent, rousing and diverse program focusing on books and ideas. We also operate MWF Schools in May, a week long program for primary and secondary students.

This year, our Festival captivated more than 24,000 attendees across 85 events – 51% of which were sold out. Melbourne Town Hall events with international sensations R.F. Kuang and Dame Jacinda Ardern helped introduce the Festival to thousands of first time attendees, while the expansion of the MWF Schools program enabled around 2,000 students to learn from some of the country's most talented storytellers.

Based in the heart of Melbourne, a UNESCO City of Literature, MWF has a staff year-round team of five, superbly led by our Festival Director/ CEO Veronica Sullivan. The team is increased by contract staff in the 5 months leading up to our May Festival and is helped by an army of volunteers.

We are a charity with DGR status funded by ticket sales, government grants, corporate sponsorships and philanthropy.

The Opportunity

MWF is seeking expressions of interest to join our Board of Directors. We are seeking to recruit a Melbourne-based writer or person with a publishing background or relevant arts sector experience. This opportunity arises following the retirement of a Director at our AGM in April 2026.

You will join a committed and collaborative Board that currently comprises the Chair, Deputy Chair, Treasurer, Secretary and 3 non-office holding Directors. The Board's skills are currently weighted towards governance, finance, law, risk and compliance.

In making appointments to the Board, we also place importance on diversity of perspectives including by reason of age, gender and ethnic background.

Expected Time Commitment

- Preparation for and attendance at six to eight Board meetings a year (Tuesday evenings for 90 to 120 minutes, most online but one to two per year in person at our offices in the State Library)
- Opportunity (but no compulsion) to join the Finance Committee that meets most months
- Opportunity to attend Festival and stakeholder events

Looking ahead, MWF is interested to plan for officeholder succession. There will likely be opportunity for a Director to take on the office of Chair or Deputy Chair at our AGM in April next year (offices are 1 year appointments from the Board). These offices require an extra commitment of time. Willingness to take on such a role in the future is not, however, an essential requirement.

Please note this is a voluntary, unpaid position. To apply, please submit your cover letter (no longer than 2 pages) and resume to Gail Lister, Deputy Chair and Head of Nominations and Remunerations Committee. Email: cosec@mwf.com.au. To discuss this opportunity, please feel free to contact Debra Russell, Chair on 0408 523850.

Expressions of interest close at 11.59pm, Monday 6 July.