

ROLE STATEMENT

ROLE TITLE	State History Network Manager	POSITION NO.	TBA
CLASSIFICATION	P02	REVIEWED DATE	September 2026
PORTFOLIO	Experience and Learning	AGENCY	History Trust of SA
ANZSCO CODE			

ROLE PURPOSE

The State History Network Manager will coordinate the ongoing development, delivery, and evaluation of the History Trust of South Australia's approach to supporting community-held collections, museums and history organisations across the state.

A central responsibility of the role is implementing a significance-led approach to the State History Network, focused on identifying, understanding, conserving, interpreting and sharing objects and collections of state significance in accordance with the History Trust of South Australia's statutory responsibilities.

The role will support and coordinate a staged pathway from significance assessment through conservation and collection care to, where appropriate, interpretation, programming and audience engagement.

As such, the role will strengthen and coordinate the systems, processes and partnerships required to identify collections of state significance, develop and maintain a Register of Objects of Historical Significance to the State, and support community organisations to interpret and share significant collections with wider audiences while retaining them in their local context.

The role also provides guidance and professional consultancy services across the broader Network, building strong relationships with community museums, historical societies, collecting organisations and sector partners. It ensures the Trust's support is targeted, evidence-led and aligned with its broader statutory responsibilities, including evaluating and accrediting museums, advising on funding and other assistance for museum development, and supporting the sharing of South Australia's history.

Reporting/Working Relationships

- Reports to the Head of Collections and Exhibitions.
- Liaises directly with members of the State History Network, including community museums, historical societies and collecting organisations.
- Works collaboratively with peers, specialists and partner organisations across South Australia and nationally.

KEY ACCOUNTABILITIES

- Coordinate and contribute to the development and implementation of a significance-led State History Network program and initiatives that translates strategic objectives into a clear and workable operating model.



- Contribute professional expertise into the development and maintenance of the state significance framework, including researching, developing and applying suitable criteria, assessment methodology and decision-making principles.
- Implement the endorsed framework through clear procedures, tools, guidance and systems, including supporting the development and maintenance of the Register of Objects of Historical Significance to the State.
- Undertake and coordinate statewide engagement with museums, historical organisations, local government, sector partners and other State History Network participants.
- Build sector capability by connecting Network members to appropriate advice, expertise, conservation, interpretation and development support.
- Facilitate input from internal and external stakeholders, specialists and contractors to ensure the program is informed, practical and professionally robust.
- Monitor and evaluate program performance and identify and implement approved approaches to strategic, operational, reputational and stakeholder risks.

QUALIFICATIONS

Essential

- Postgraduate qualifications or specialist training in museum studies, heritage or cultural tourism, collections significance or a related field.

Desirable

SELECTION CRITERIA

Technical Expertise

- Detailed knowledge of museums, history, cultural heritage or collections practices, including collection significance, assessment frameworks, curatorial standards and the translation of professional principles into practical criteria, guidance and procedures.
- Experience in coordinating, contributing to and implementing complex initiatives, services or operating models, including workflows, governance, delivery planning, resource requirements, risk management and measurable outcomes.
- High-level research, analytical and evaluation capability, with the ability to synthesise qualitative and quantitative evidence, assess strategic and operational implications, and develop well-reasoned recommendations.

Personal Abilities

- Excellent written, verbal and interpersonal communication skills, with the ability to explain complex concepts clearly, prepare executive-quality advice and represent the organisation credibly with diverse stakeholders.
- Highly developed stakeholder management, negotiation and influencing skills, with the ability to build trust, navigate sensitive issues and work effectively with community organisations, government, cultural institutions and sector partners.



- Demonstrated ability to work independently and as a member of a team and analyse and resolve complex problems, at strategic and operational levels.
- Well-developed judgement, initiative and delivery focus, with the ability to select and determine methods, techniques and manage competing priorities, coordinate multiple contributors, respond to emerging risks and implement change with clarity, sensitivity and purpose.

Experience

- Demonstrated experience working with community organisations, including consultation, facilitation and relationship management.
- Experience implementing programs, coordinating projects or administering grants within a museum, heritage, cultural tourism, or community context involving multiple internal and external stakeholders.
- Demonstrated experience working respectfully with Aboriginal communities, knowledge holders, advisory structures or cultural heritage practitioners, with an understanding of cultural authority, culturally safe practice and the appropriate use of specialist expertise.

Role Acceptance

I have read and understand the responsibilities and organisational context as outlined in this role statement and agree to adhere to the values of the SA Government and History Trust of SA as described within this document.

Occupant Name

Occupant Signature

Date

