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**Modern Awards Review 2023-24**  
**Arts and Culture Sector**  
**(AM2023/21)**

LPA met with MEAA and TNA to discuss proposed variations to the Live Performance Award 2020 (Award) on 29 January 2024.

The following proposed variations were agreed and are marked up in Annexure A below:

**1. Chaperones**

1.1 MEAA and LPA agree that the insertion of 'Chaperone' as an indicative position at Level 5 would be appropriate and assist with concerns about coverage.

**RECOMMENDATION: insert 'Chaperone' at A.5.1(d) of Schedule A– Classification Definitions.**

**2. Administrators**

2.1 TNA and LPA agree that the word 'Administrator' should replace the word 'Clerk' throughout Schedule A.

**RECOMMENDATION: delete the word 'Clerk/s' at clauses A.3.1(d)(i), A.3.1(d)(iii), A.3.1(d)(vi), A.4.1(d)(i) and A.4.1(d)(iv) and insert 'Administrator'.**

2.2 TNA and LPA agree that 'Administrative Assistant' should be inserted as an indicative position at Level 3. This would be appropriate and assist with concerns about coverage.

**RECOMMENDATION: insert the word 'Administrative Assistant' at A.3.1(d) of Schedule A – Classification Definitions.**

2.3 TNA and LPA agree that it would assist in the identification of skills required and update the Award's language if the word 'computer' should replace the word 'keyboard'.

**RECOMMENDATION: delete the word 'keyboard' and insert the word 'computer' at clauses A.2.1(c)(vii), A.3.1(c)(x), A.4.1(c)(x), A.5.1(b)(iii) and A.6.1(b)(vi) of Schedule A – Classification Definitions.**

**3. Arts Programmers**

3.1 TNA and LPA agree that the insertion of 'Junior/Associate Arts Programmer' as an indicative position at Level 6 would be appropriate and assist with concerns about coverage.

**RECOMMENDATION: insert 'Junior/Associate Arts Programmer' at A.6.1(d) of Schedule A – Classification Definitions.**

## **Annexure A – Proposed Award variations**

### **Schedule A—Classification Definitions**

#### **A.1 Live Performance Employee Level 1**

##### **A.1.1 Production and Support Staff Level 1**

- (a)** A Production and Support Staff Level 1 employee is a trainee employee who is undertaking:
  - (i)** 6 weeks induction training in the case of a full-time or part-time employee; or
  - (ii)** 228 hours induction training in the case of a casual employee.
- (b)** The induction training may include information on the enterprise or production, conditions of employment, introduction of supervisors and fellow workers, training and career path opportunities, venue/workshop/plant layout, work and documentation procedures, basic theatre terminology and etiquette, work health and safety, equal employment opportunity and quality control/assurance.
- (c)** An employee at this level performs routine duties to the level of the employees training:
  - (i)** works under direct supervision either individually or in a team environment;
  - (ii)** understands and undertakes basic quality control/assurance procedures including the ability to recognise basic quality deviations/faults; and
  - (iii)** understands and utilises basic literacy (English) and numeracy skills.
- (d)** An employee at this level will undertake training in the following indicative tasks:
  - (i)** safely lift and handle scenery and props and/or equipment;
  - (ii)** uses selected hand tools;
  - (iii)** basic packing and storing techniques;
  - (iv)** repetition work on automatic, semiautomatic or single purpose machines or equipment;
  - (v)** maintains simple records;
  - (vi)** uses hand trolleys and pallet trucks;
  - (vii)** apply and comprehend basic theatre terminology and etiquette;
  - (viii)** performs general labouring and cleaning duties;
  - (ix)** communicate and interact effectively with staff; and
  - (x)** effective customer/client service.

## **A.2 Live Performance Employee Level 2**

### **A.2.1 Production and Support Staff Level 2**

- (a)** A Production and Support Staff Level 2 is an employee who has completed the Level 1 induction training or possesses other equivalent experience so as to enable them to perform work within the scope of this level.
- (b)** An employee at this level performs work above and beyond the skills of a Level 1 employee and to the level of the employee's training:
  - (i)** is responsible for the quality of the work allocated to the employee subject to routine supervision;
  - (ii)** works under routine supervision either individually or in a team environment on a limited range of tasks;
  - (iii)** exercises discretion within the employees' level of skills and training; and
  - (iv)** makes decisions in regard to routine matters.
- (c)** Indicative of the tasks which an employee at this level may perform, are the following:
  - (i)** operates flexibly between work areas;
  - (ii)** operates machinery and equipment within the employee's level of skill and training;
  - (iii)** operates mobile equipment including fork-lifts, overhead cranes, tallscopes and winch operation;
  - (iv)** ability to measure accurately;
  - (v)** safely lift and handle scenery and props and/or equipment;
  - (vi)** receive, dispatch, distribute, sort, check, pack, document and record goods, materials and components;
  - (vii)** basic [keyboard-computer](#) skills;
  - (viii)** telephonist, receptionist, cashier, administration and information services duties;
  - (ix)** laundry and/or dry-cleaning duties;
  - (x)** intermediate sewing skills and fabric knowledge, whether machine or non-machine, and knowledge of dyeing fabrics;
  - (xi)** cleaning duties using specialised equipment and chemicals;
  - (xii)** ushering, ticket taking, program/concession selling and food and beverage sales;
  - (xiii)** applies theatre terminology and etiquette;
  - (xiv)** painting and art finishing;

- (xv) dressing; and
  - (xvi) costume decoration.
- (d) Indicative positions of this level include:
- (i) Basic Crowd Control
  - (ii) Car Park Attendant
  - (iii) Crewing Employee
  - (iv) Mail Room Attendant
  - (v) Program Seller
  - (vi) Stage Door Attendant
  - (vii) Stage Hand
  - (viii) Theatre Attendant/Usher
  - (ix) Ticket Seller (i.e. an employee required to deal with customer enquiries, sell tickets, handle and balance cash)
  - (x) Turnstile Attendant
  - (xi) Tour Guide

### **A.3 Live Performance Employee Level 3**

#### **A.3.1 Production and Support Staff Level 3**

- (a) A Production and Support Staff Level 3 employee is an employee who applies knowledge and skills so as to enable that employee to perform work within the scope of this level, and may possess a sub-trade certificate.
- (b) An employee at this level performs work above and beyond the skills of an employee at Level 2 and to the level of the employees' training:
- (i) solves straightforward problems using readily available information;
  - (ii) works to complex instructions and procedures;
  - (iii) as a team member organises allocated materials and equipment in an efficient and effective manner or works individually under general supervision;
  - (iv) is responsible for the work undertaken; and
  - (v) assists in the provision of on-the-job training to a limited degree.
- (c) Indicative of the tasks which an employee at this level may perform are as follows:
- (i) uses precision measuring instruments;
  - (ii) machine setting, loading and operation;
  - (iii) rigging (certificated);

- (iv) pyrotechnics (certificated and licensed);
- (v) welding which requires the exercise of knowledge and skills above Level 2;
- (vi) inventory and store control;
- (vii) licensed operation of all appropriate materials/handling equipment;
- (viii) use of tools and equipment within the scope (basic non-trades) maintenance;
- (ix) computer operation at a higher level than that of an employee at Level 2;
- (x) intermediate [keyboard-computer](#) and administrative skills;
- (xi) performs basic quality checks on the work of others;
- (xii) licensed and certificated for fork-lift, engine driving and crane driving operations to a higher level than Level 2;
- (xiii) stage door duties;
- (xiv) sewing and cutting skills and fabric knowledge, whether machine or non-machine at a level higher than Level 2;
- (xv) advanced lifting and scene/props handling skills;
- (xvi) scenery, building and prop construction techniques above Level 2;
- (xvii) identifies and meets customer needs in a prompt and courteous manner;
- (xviii) the ability to work under limited supervision;
- (xix) reconciling and balancing cash and cash equivalents; and
- (xx) following all identified security procedures of all the employer's clients.

(d) Indicative positions of this level include:

- (i) Accounts [Clerk Administrator](#)
- (ii) [Administrative Assistant](#)
- ~~(ii)~~(iii) Assistant Scenic Artist
- ~~(iii)~~(iv) Booking [Clerk Administrator](#)
- ~~(iv)~~(v) Box Office Customer Service Representatives (CSR)
- ~~(v)~~(vi) Call Centre CSR
- ~~(vi)~~(vii) Dispatch [Clerk Administrator](#)
- ~~(vii)~~(viii) \_\_\_\_\_ Group Party Organiser
- ~~(viii)~~(ix) Marketing Assistant
- ~~(ix)~~(x) Mechanist
- ~~(x)~~(xi) Publicity Assistant

~~(xi)~~(xii) Specialty Ticketing CSR

~~(xii)~~(xiii) Stage Door Supervisor

~~(xiii)~~(xiv) Unqualified Sound and/or Lighting Technician

## **A.4 Live Performance Employee Level 4**

### **A.4.1 Production and Support Staff Level 4**

- (a) A Production and Support Staff Level 4 employee is an employee who applies knowledge and skills so as to enable that employee to perform work within the scope of this level, and may possess a trade certificate.
- (b) An employee at this level performs work above and beyond the skills of an employee at Level 4 and to the level of the employees' training:
- (i) solves problems using readily available information;
  - (ii) works to complex instructions and procedures;
  - (iii) as a team member, organises allocated materials and equipment in an efficient and effective manner or works individually under general supervision;
  - (iv) is responsible for the work undertaken;
  - (v) assists in the provision of on-the-job training to a limited degree;
  - (vi) the ability to work with minimum supervision;
  - (vii) an ability to identify and resolve complex service issues; and
  - (viii) well developed verbal communication skills.
- (c) Indicative of the tasks which an employee at this level may perform are as follows:
- (i) uses precision measuring instruments;
  - (ii) machine setting, loading and operation;
  - (iii) rigging (certificated);
  - (iv) pyrotechnics (certificated and licensed);
  - (v) welding which requires the exercise of knowledge and skills above Level 3;
  - (vi) inventory and store control;
  - (vii) licensed operation of all appropriate materials/handling equipment;
  - (viii) use of tools and equipment within the scope;
  - (ix) computer operation at a higher level than that of an employee at Level 3;
  - (x) superior [keyboard computer](#) and administrative skills;
  - (xi) in depth knowledge of ticketing systems and ticketing processes and procedures;

- (xii) the ability to use customer feedback on products and services to improve service by recommending change to systems and processes;
  - (xiii) assisting with the day to day supervision of other team members; and
  - (xiv) performs basic quality checks on the work of others.
- (d) Indicative positions of this level include:
- (i) Accounts ~~Clerks~~[Administrator](#)
  - (ii) Assistant Projectionist
  - (iii) Scenic Artist
  - (iv) Scheduling/Rostering ~~Clerk~~[Administrator](#)
  - (v) Sound and/or Lighting Technician

## **A.5 Live Performance Employee Level 5**

### **A.5.1 Production and Support Staff Level 5/ Production and Support Staff Level 4 (Theatre)**

- (a) A Production and Support Staff Level 5 employee is an employee who holds a trade certificate in a relevant discipline and is able to exercise the skill and knowledge of that trade or an employee who has acquired and can demonstrate the equivalent experience from on-the-job training in relevant theatrical discipline/s.
- (b) An employee at this level works above and beyond an employee at Level 4 and to the level of the employee's training:
- (i) understands and applies quality control techniques;
  - (ii) exercises good interpersonal and communications skills;
  - (iii) exercises ~~keyboard-computer~~ and administrative skills at a higher level than Level 4;
  - (iv) exercises discretion within the scope of this grade;
  - (v) performs work under limited supervision either individually or in a team environment;
  - (vi) able to inspect products and/or materials for conformity with established operational standards; and
  - (vii) operates all lifting equipment incidental to the employees' work.
- (c) Indicative of the tasks which an employee at this level may perform, are as follows:
- (i) works from production drawings, prints or plans;
  - (ii) operates, maintains, sets-up and adjusts all facility and production equipment, including trade construction processes such as set/prop/electrical making;
  - (iii) operate and maintain lifting equipment;
  - (iv) assists in the provision of on-the-job training;

- (v) a fully multiskilled cutter/tailor/milliner/wigmaker who is required to perform any of the operations involved in the making of a complex whole garment to specifications;
  - (vi) has an advanced understanding of theatre terminology, etiquette and theatre craft;
  - (vii) perform a range of engineering maintenance functions;
  - (viii) operates a console; and
  - (ix) performs a range of administrative duties including production and publicity assistance.
- (d) Indicative positions of this level include:
- (i) Assistant Stage Manager
  - (ii) Board Operator
  - [\(iii\) Chaperone](#)
  - ~~(iii)~~(iv) Experienced Mechanist
  - ~~(iv)~~(v) Experienced Sound and/or Lighting Technician
  - ~~(v)~~(vi) Experienced Technician
  - ~~(vi)~~(vii) Food and Beverage Manager
  - ~~(vii)~~(viii) \_\_\_\_\_ Head Fly Operator
  - ~~(viii)~~(ix) Prop Maker
  - ~~(ix)~~(x) Tailor
  - ~~(x)~~(xi) Wig Maker

## **A.6 Live Performance Employee Level 6**

### **A.6.1 Production and Support Staff Level 6/Production and Support Staff Level 5 (Theatre)**

- (a) A Production and Support Staff Level 6 employee is an employee who holds a trade certificate or equivalent experience and has acquired and can demonstrate specialist knowledge of a variety of procedures and/or techniques gained by additional training or experience in the theatre industry.
- (b) A Production and Support Staff Level 6 employee is required to work above and beyond a tradesperson at Level 5 and to the level of the employee's training:
  - (i) exercises discretion within the scope of this grade;
  - (ii) works under minimal supervision either as an individual or part of a team or as a team leader;
  - (iii) understands and implements quality control techniques;
  - (iv) provides trade guidance and assistance as part of a work team;



- (v) responsible for providing training in conjunction with trainers;
  - (vi) exercises [keyboard-computer](#) and administrative skill at a higher level than Level 5.
- (c) Indicative of the tasks which an employee at this level may perform, are as follows:
- (i) interprets detailed instructions and procedures for others;
  - (ii) ensures quality standards are met through consistency, timeliness, correctly following procedures, and responsiveness to the client's needs;
  - (iii) readily adapts to change in work procedures and associated technologies;
  - (iv) may use innovation to resolve issues which impact on own work area.
- (d) Indicative positions of this level include:
- (i) Deputy Heads of Department
  - (ii) Deputy Stage Manager
  - (iii) Front of House Manager
  - [\(iv\) Junior/Associate Arts Programmer](#)
  - ~~(iv)~~(v) Publicity/Marketing Officer

## **A.7 Live Performance Employee Level 7**

### **A.7.1 Company Dancer Level 1**

An employee in their first year as a professional dancer who has the appropriate training or equivalent experience and who is engaged to perform as a company member.

### **A.7.2 Performer Category 1 Grade 1**

- (a) A performer with less than 3 years' experience in the entertainment industry who is employed in theatrical productions performing as directed to an existing script or score choreography and who is required to exercise their artistic skills to a professional standard as required. An employee at this level will have appropriate qualifications or be able to demonstrate they possess skills of an equivalent standard.
- (b) Indicative tasks:
- (i) acting;
  - (ii) singing;
  - (iii) dancing;
  - (iv) skating;
  - (v) aquatic performing;
  - (vi) understudying; and

- (vii) any other type of performing.

## **A.8 Live Performance Employee Level 8**

### **A.8.1 Company Dancer Level 2**

A Level 2 employee is a dancer in their 2<sup>nd</sup> year of professional experience, provided that:

- (a) in addition to professional experience or further training progression from one level to the next is also on the basis of evident competence on artistic grounds; and
- (b) in assessing experience the following will be taken into account:
  - (i) The previous professional experience of the employee in Australia and overseas with subsidised and commercial companies and/or any further study or training undertaken since entry into the dance profession.
  - (ii) The minimum period of time of employment in the year concerned is 36 weeks on a full-time basis or substantially equivalent.

### **A.8.2 Production and Support Staff Level 7/Production and Support Staff Level 6 (Theatre)**

- (a) A Production and Support Staff Level 7 employee is an employee who holds a trade certificate or equivalent experience together with a relevant Post Trade Certificate or the equivalent skill and competence acquired through a significant period of professional experience in the theatre industry.
- (b) A Production and Support Staff Level 7 employee is required to work above and beyond a Level 6 employee and to the level of the employee's training:
  - (i) understands and implements quality control techniques;
  - (ii) exercises discretion within the scope of this grade;
  - (iii) provides overall supervision and co-ordination of resources and individuals and/or work teams within areas of responsibility;
  - (iv) plans for and arranges training in procedural, technological change and systems for staff in the area of responsibility;
  - (v) effectively handles work that is characterised by occasional peak periods and simultaneous handling of a variety of tasks, usually within one discipline, and with significant interruptions;
  - (vi) determines priorities and monitors performance for own and teams work, to ensure the efficient and effective use of allocated resources; and
  - (vii) demonstrates accountability and responsibility for enabling the achievement of business goals within budgetary guidelines.
- (c) The following indicative tasks which an employee at this level may perform are subject to the employee having appropriate trade and post trade training or equivalent experience to enable that employee to perform the particular indicative tasks:

- (i) demonstrates sound communication and/or liaison skills;
  - (ii) demonstrates a good knowledge of relevant terminology;
  - (iii) interprets and conveys instructions and procedures;
  - (iv) reliably represents the work unit;
  - (v) required to use innovation to resolve issues which impact on own work area;
  - (vi) accountable for ensuring overall quality standards are met through the importance of consistency, timeliness, correctly following procedures, and responsiveness to the needs of the client;
  - (vii) accountable for the selection and recruitment of staff;
  - (viii) assesses work performance of staff; and
  - (ix) responsible for work health and safety.
- (d) Indicative positions of this level include:
- (i) Box Office Manager
  - (ii) Event/Marketing Co-ordinator
  - (iii) Heads of Departments
  - (iv) Props Master
  - (v) Scenic Artist
  - (vi) Technical Supervisor
  - (vii) Wardrobe Supervisor

## **A.9 Live Performance Employee Level 9**

### **A.9.1 Musician**

Musician not required to accompany artists.

### **A.9.2 Performer Category 1 Grade 2**

A performer with more than 3 years' experience in the entertainment industry provided that the performer's theatrical engagements over the 3 year period amount to 18 weeks employment or an equivalent amount of work in other areas, who is employed in theatrical productions and performs the same duties as set out above but at a standard above and beyond that of a Performer Category 1 Grade 1.

### **A.9.3 Performer Category 2**

- (a) A performer who is employed as an act or part of an act in theatrical/live entertainment performances and who is responsible for the primary development of the work to be performed.
- (b) Indicative tasks are:

- (i) as per Category 1; and
- (ii) tasks relating to the development of the work to be performed, such as but not limited to:
  - developing the script and concept for the performance;
  - selecting the music; and
  - generally determining the content and presentation of the performance.

## **A.10 Live Performance Employee Level 10**

### **A.10.1 Company Dancer Level 3**

A Level 3 employee is a dancer in their 3<sup>rd</sup> year of professional experience, provided that:

- (a) in addition to professional experience or further training progression from one level to the next is also on the basis of evident competence on artistic grounds; and
- (b) in assessing experience the following will be taken into account:
  - (i) The previous professional experience of the employee in Australia and overseas with subsidised and commercial companies and/or any further study or training undertaken since entry into the dance profession.
  - (ii) The minimum period of time of employment in the year concerned is 36 weeks on a full-time basis or substantially equivalent.

### **A.10.2 Production and Support Staff Level 8**

- (a) A Production and Support Staff Level 8 employee is an employee who has obtained a relevant tertiary qualification together with extensive theatrical experience or equivalent skill and competence acquired through extensive theatrical experience.
- (b) In addition to the competencies and tasks performed by a Level 7 employee, a Production and Support Staff Level 8 employee works to the level of the employee's training:
  - (i) demonstrates effective and efficient use of production and/or organisational resources, by planning, implementing and monitoring achievement of objectives;
  - (ii) responsible for the creating and maintaining of a high level of team work and co-operation and contributes to the overall good management of a production; and
  - (iii) co-ordinates and controls either the overall performance activities or a variety of related disciplines.
- (c) The following indicative tasks which an employee at this level may perform are subject to the employee having appropriate trade and post trade training or equivalent experience to enable the employee to perform the particular indicative tasks:

- (i) provides advice and guidance to staff, management and clients;
  - (ii) prepares correspondence, guidelines and reports;
  - (iii) demonstrates superior communication and/or liaison skills;
  - (iv) demonstrates superior knowledge of relevant terminology;
  - (v) reliably represents the work unit;
  - (vi) responsible for creative planning and the achievement of design standards;
  - (vii) recognises the importance of consistency, timeliness, correctly following procedures, and responsiveness to the client's needs; and
  - (viii) demonstrates accountability and responsibility for enabling the achievement of business goals within budgetary guidelines.
- (d) Indicative positions of this level include:
- (i) Publicity/Marketing Supervisor
  - (ii) Stage Manager
  - (iii) Team Leaders—Call Centre

## **A.11 Live Performance Employee Level 11**

### **A.11.1 Company Dancer Level 4**

- (a) A Level 4 employee is a dancer in their 4<sup>th</sup> year of professional experience, provided that:
- (i) in addition to professional experience or further training progression from one level to the next is also on the basis of evident competence on artistic grounds; and
  - (ii) in assessing experience the following will be taken into account:
    - The previous professional experience of the employee in Australia and overseas with subsidised and commercial companies and/or any further study or training undertaken since entry into the dance profession.
    - The minimum period of time of employment in the year concerned is 36 weeks on a full-time basis or substantially equivalent.

### **A.11.2 Musician required to accompany artists**

### **A.11.3 Opera Principal**

A performer who is employed to undertake lead roles in opera and operetta.

## **A.12 Live Performance Employee Level 12**

### **A.12.1 Company Dancer Level 5**

- (a) A Level 5 employee is a dancer in their 5<sup>th</sup> and 6<sup>th</sup> years of professional experience.

- (b) In addition to professional experience or further training, progression from one level to the next is also on the basis of evident competence on artistic grounds.
- (c) In assessing experience, the following will be taken into account:
  - (i) The previous professional experience of the employee in Australia and overseas with subsidised and commercial companies and/or any further study or training undertaken since entry into the dance profession.
  - (ii) The minimum period of time of employment in the year concerned is 36 weeks on a full-time basis or substantially equivalent.

## **A.13 Live Performance Employee Level 13**

### **A.13.1 Company Dancer Level 6**

A dancer who is in their 7<sup>th</sup> and 8<sup>th</sup> years of professional work and who demonstrates highly developed dance skills, interpretative skills, dramatic and presentational skills.

### **A.13.2 Technical Manager**

## **A.14 Live Performance Employee Level 14**

### **A.14.1 Company Dancer Level 7**

A dancer will progress from Level 6 to Level 7 when they fulfil the following criteria:

- (a) A minimum of 8 years full-time professional experience or substantially equivalent, as defined, with advanced dance skills, interpretative skills and dramatic and presentational skills.
- (b) Ability to understudy and perform major roles and/or character roles on a regular basis or in the case of contemporary companies performing ensemble-based repertoire, to perform solo or perform with a high degree of artistry as a member of the ensemble.
- (c) As required, demonstrate excellent partnering skills (either sex).
- (d) Demonstrate a high degree of professionalism in all that they do and at least one of the following as agreed between the employer and the employee:
  - (i) Recognition that they possess a special quality of performance and interpretation of roles, such recognition to come from 2 of the following sources—industry peers, colleagues, media;
  - (ii) Demonstrate and provide leadership;
  - (iii) Ability to assist management with promotion of the company, either through personal appearances or by advice to management, upon reasonable request.

### **A.14.2 Principal Musician**

### **A.14.3 Vocalist**

## **A.15 Live Performance Employee Level 15**

### **A.15.1 Conductor-Leader**

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