

PO Box 3638  
Weston Creek  
ACT 2611  
(02) 6260 3626



## Warehouse Circus is hiring!!

We are seeking an enthusiastic, inspiring and versatile trainer to co-lead classes across our community circus school! You will join a team of friendly, dedicated staff, ranging from highly skilled circus specialists to developing trainers. For the current role, we are happy to receive applications from anyone on this continuum, but the ideal applicant will have a broad coaching skillset up to at least an intermediate class level, and ability to teach to an advanced level is highly valued. Our training team is supported by a strong leadership team who actively mentor training and admin staff in line with our philosophy of life-long learning.

It's an exciting time at Warehouse Circus. We are a not-for-profit community circus school but we have diversified in several directions in recent years including the launching of a professional Agency for Circus artists, the running of retail circus shop, the piloting of a Production House for new works in Canberra, the running of the Canberra Circus Festival and most recently, the purchase of Registered Training Organisation (RTO) – Hand to Hand Academy, which operates as a subsidiary of Warehouse Circus with campuses in Canberra and Brisbane.

Our full-time trainers are employed for approximately 10%-20% of their time in an administrative capacity to make the timetable work and to diversify their skillset. Experience in or willingness to learn an administration role is essential. Our goal is to support artists to live and work professionally in Canberra, so it is not a stark choice between being a performer yourself and teaching the next generation. Therefore, we accommodate teaching artists who have active performance careers and hope to provide avenues for staff to also be involved in creative projects in the future through our agency and production house.

**Job Title:** Lead Trainer

**Hours:** Full time (or Part Time by negotiation)

**Starting Salary (pending experience):** \$60,000 - \$65,000 p.a. plus Super. With opportunity for salary packaging.

**Applications Close:** 10am, Monday the 15<sup>th</sup> of December, 2025

**Position Commences:** 19<sup>th</sup> of January, 2026

**To Apply:** Please send your cover letter and CV to

[executive\\_director@warehousecircus.org.au](mailto:executive_director@warehousecircus.org.au)



**ACT**  
Government



**MORAY & AGNEW**  
LAWYERS

**The Ideal Applicant:**

- Is dependable, capable, honest, and kind, with a passion for teaching children, young people and adults
- Has a broad coaching skill set of circus skills in acrobatics, manipulation, equilibratics, ground-to-air, and aerials, with at least one field of coaching expertise in the above
- Good at lesson planning/following lesson plans, safe working methods, and works within and is honest about their sphere of knowledge.
- Believes in and practices inclusive coaching and works well within a neurodiverse workplace
- must hold, or be able to hold a valid ACT WWVP card
- has or is willing to learn and perform supporting administrative skills

**Location:**

Warehouse Circus Office, Chifley Health and Wellbeing Hub, 4/70 Maclaurin Crescent,  
Chifley, ACT AND  
University of Canberra High School, Kaleen, 104 Baldwin Drive, Kaleen, ACT

**Areas of Operation:**

Training Floor  
Performances and Events

**Reports to:**

Head of Performance

**Direct Reports:**

Lead trainers are responsible for the supervision of assistant and trainee trainers on the training floor.

**Key Responsibilities and Accountabilities****1. LEADERSHIP:**

Provide leadership and direction to other trainers and participants inside and outside of classes including but not restricted to:

- Providing mentoring and training to trainee trainers, assistant trainers and new staff members
- Setting a good example to other staff, participants and the wider community through appropriate behaviour and conduct
- Informing all new staff and participants of our fire safety procedures

**2. TRAINING:**

Plan and carry out training for Warehouse Circus programs and workshops including but not restricted to:

- Core Program workshops

- School Program workshops
- Community Programs with tailored outcomes for specific target groups
- Contracted workshops (eg. corporate bookings)
- Workshops at community events

### 3. PRODUCTIONS/PERFORMANCES:

Co-ordinate and supervise student performances including but not restricted to:

- Internal performances (ie. Mid and End of year Show; Performance Troupes' Theatre Production)
- Performances at community events
- Larger scale, directed performances as negotiated with the Training Director and Artistic Director (either as director or assisting the director)

### 4. SAFETY

Work to ensure the safety and wellbeing of all participants and trainers in all training sessions for which you are responsible by:

- Following the Warehouse Circus Inc. Policy and Procedures Guidelines and Risk Management Framework at all times
- Reading all participant enrolment documents upon receipt and becoming familiar with any special needs of participants and how to meet such needs
- Being aware of all emergency, fire safety and WH&S procedures
- Ensuring quick access to first aid materials at all workshops and events

### 5. ADMINISTRATION

Assist in administrative procedures including but not restricted to:

- The facilitation of the enrolment process (ie. ensuring member registration forms are completed by all Core, Specialty and School Holiday Program participants)
- The taking of class rolls
- The provision of information to parents and participants regarding classes and performances
- Arrival at all programs and workshops on time, at the specified call time

### 6. OTHER

Other tasks as directed in support of the Warehouse Circus Business Plan.