

# ARTS CORPS EXECUTIVE DIRECTOR SEARCH – JOB POSTING

**POSITION: Arts Corps Executive Director**

**PRIORITY APPLICATION DEADLINE:  
October 15th, 2016**

## ABOUT ARTS CORPS

Founded in 2000, **Arts Corps’ mission is to unlock the creative power of youth through arts education and community collaboration.** Arts Corps is a multidisciplinary social justice organization in Seattle that provides free arts learning opportunities to young people from kindergarten through high school. We offer arts integrated and culturally relevant learning opportunities in and out the school day with an emphasis on serving low-income youth of color and others facing systemic oppression. Through these programs and local and national leadership, **Arts Corps addresses a critical opportunity gap** in a region where race is the greatest determining factor in access to arts education.

Arts Corps classes are proven to build imagination, critical thinking, persistence and other 21st Century skills that help young people reach their full potential in school and in life. In 2012, Arts Corps received the highest national award in community arts education, the National Arts and Humanities Youth Program Award from the President’s Committee on the Arts and the Humanities.

Now in our sixteenth year, **Arts Corps has grown tremendously in recent years.** With a budget of \$1.8 Million, 14 staff and 34 teaching artists, we now engage 2,400 students in arts learning at 40 school and community sites across King County. We have deepened pathways for teen leaders to utilize their artistic voice to create change and opportunity for themselves and their peers, expanded our Creative Schools Initiative through a major research project funded by the US Department of Education, strengthened our internal practices to align with our racial and social justice values, and increased our visibility and impact on a regional and national level. **This is an exciting time for the organization and the right time for a new leader to step in to build on our strengths** to grow our sustainable funding base, push ahead with creative strategies, and find new opportunities for young people and people of color to lead in this work.



Photos by Susie Fitzhugh and Amy Piñon

## WHAT WE SEEK:

### A Sense of History and Future

You hold an **abiding respect** for the incredible work Arts Corps has already accomplished, yet bring **new passion, energy and vision**, building on our history to chart a course to even greater impact and creativity.

### A Radical Vision

You are a badass who has demonstrated a **lived commitment to racial and social justice**, both in your work and in your personal development. You have a deep analysis of systems of oppression and their relation to power, and a record of navigating and facilitating racial and social justice organizational development.

You must bring an urgent passion for **radical youth empowerment** paired the **patience to work for change** in educational institutions in relation to race, social justice, and equitable access to creative arts opportunities.

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You see clearly that **lack of access to arts learning is part of a larger opportunity gap** impacting the ability of youth to achieve their full potential in school and in life. You've experienced first-hand how the arts create space for learning, youth voice and social change.

## A Community Partner

You are open and present with each person you encounter. You meet people where they are, engage in honest dialogue and **bridge and honor differences** of culture, place and reality. For you, the tensions of difference are opportunities rather than stumbling blocks. You can collaborate across different understandings without compromising Arts Corps' integrity and will always remain an **approachable and respected colleague** in many domains.

We believe leadership rests on being a **supreme listener**, someone with the **self-awareness and humility** to hold contradictions and ambiguity with grace. You can engage passionately on issues for which there are no right answers, while still bringing people to consensus and understanding when closure remains aspirational.

## An Organizational Leader

You are someone who **puts people first**, and who is most satisfied with the successes of a well-nurtured team whose holistic needs are cared for beyond the immediate work demands. You are a leader who understands the power of the whole and who **accommodates the ideas and leadership of others**; who actively facilitates community leadership and practices a collaborative decision-making style.

In the midst of stress or storms, you effectively provide a **calm and strategic compass** to navigate through immediate challenges while remaining pragmatic about workload delegation, personal relationships and the emotional needs of our work community. You have strong **stamina** while respecting the personal limits and self-care needs of yourself and others.

## A Strategic Fundraiser and Connector

You **understand the crucial need for fundraising** to support the incredible work we do and can navigate the nonprofit/foundation-industrial-complex by building on a passionate and aligned funding base that truly stands behind our mission. You are **excited to ignite the passions of others** around our mission, building meaningful connections and roles for supporters of all levels to our work.

## A Grounded Authenticity

Arts Corps is a beautiful, complicated and passionate community of risk-takers, artists, teachers and young leaders. Do you have the sense of **humor, love and humility** to join us as a partner – flaws and all? Do you have the **wisdom, silliness and integrity** to be true to yourself, to us, and to our work? Are you ready to help us grow and to grow yourself in ways you hadn't expected?

We hope you are all these things in your bones, yet we also recognize that our next leader will bring **their own unique imprint to this work**, paired with a passion for learning and growing in this role.

We also hope you have some skills at your fingertips...

## **WHAT YOU BRING:**

- Deep connections to the communities served directly by Arts Corps programs
- Prepared to represent Arts Corps in local and national conversations about equity, power and access with regard to arts education and creative opportunities for youth development
- Able to lead an organization into larger race and social justice impact, profile and practices
- A powerful and skilled communicator, able to pull people in deeply and catalyze action
- Experienced in philanthropic initiatives, you know the nuts and bolts of nonprofit fund development
- A visionary leader and excellent coach, able to draw forward the leadership of those around them. Skilled strategic manager, able to develop work plans, strengthen internal systems and develop external opportunities
- A great project manager with major bandwidth for many and complex details

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- Strong content knowledge around arts education, youth development and/or education; Demonstrated ability to interpret evaluation and research data and use a data driven approach to outcome and program design
- Devoted collaborator, skilled at working with staff, board members, donors and program participants.
- Experienced working with multi-generational, multi-racial and/or people of color led organizations or initiatives.
- Successful business manager and financial strategist; you know your way around a budget
- In it for the long haul, both personally but also from a strategic approach – systemic change takes time
- Able to move through Arts Corps’ communities with integrity and authenticity, forging new relationships and connections while deepening existing ones
- 5+ years of management experience
- 10+ years of relevant work experience
- Masters level education or skills preferred. Relevant work experience may substitute for education.

### **THE JOB DESCRIPTION:**

Reports to: Board of Directors

Direct reports: Deputy Director, Directors of Development, Creative Youth Development, and Arts Integration

### **FUNCTION:**

- Provide dynamic, high visibility leadership and direction to Arts Corps and accept responsibility for the success or failure of the enterprise
- Serve as chief spokesperson to the public
- Ensure that Arts Corps has the financial and human resources it needs to achieve its mission

#### Leadership & Communications (35%)

- Communicate passionately and articulately about the Arts Corps’ vision and mission. Motivate board, staff, teaching artists, donors, and volunteers to implement this vision and mission.
- Provide leadership in developing programs, organizational and financial plans with the Board of Directors and staff, and carry out plans and policies authorized by the board.
- With the board and staff, assure Arts Corps has a long-range strategy which achieves its mission, and toward which it makes consistent and timely progress.
- Ensure that the organization is continually asking itself the right questions—seeking to improve its outcomes and practices through continuous evaluation, reflection and revision.
- Propel and manage innovation; manage competing priorities while maintaining a long-term vision.
- Identify, build and maintain strong community relationships and productive partnerships that strategically support Arts Corps’ mission. Serve as the primary organizational liaison to city, school district, youth development and arts education leaders and work in collaboration with them toward local and national collective impact.
- Serve as a local and national thought leader in the fields of arts education, youth development and public education. Integrate knowledge of emerging trends, practices and research into Arts Corps’ strategies and long term planning.

#### Fundraising (30%)

- Infuse the organization with a mission-driven fundraising culture.
- Mobilize the board, staff, volunteers and other donors to become actively involved in fundraising for the organization.
- Work with the fundraising committee and the Development Director to create a development plan with long and short-range goals, strategies and measurements that support the organization’s mission, goals and sustainability.
- Identify, cultivate and solicit individual donors. Involve donors in the organization as stakeholders and members.
- Maintain and grow strategic and sustainable support from local and national foundations.
- Steward and pursue additional funding partnerships with public agencies including the US Department of Education and the National Endowment for the Arts.

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- With the Deputy Director and the Development Director, develop and oversee Arts Corps' expansion of earned revenue strategies.

## Management (20%)

- Coach, mentor, motivate and inspire the entire the Arts Corps team to ensure that the highest quality services are provided on a consistent basis.
- Directly supervise and lead a four member staff leadership team, ensuring the organization's leaders are well supported and aligned with the mission, values and strategic plan.
- Facilitate a positive and strong organizational culture that values employees and brings out the best in each individual, thereby retaining and attracting competent, caring staff.
- Oversee the organization's internal commitment to racial and social justice through aligned staff and board training, leadership development of staff and youth of color, as well as policy and procedure reviews.
- Work collaboratively and positively with all groups involved with Arts Corps (staff, teaching artists, the board, community partners, donors, parents, youth, etc).
- Maintain the business side of the organization effectively, motivating the rest of the team to do the same.
- Work with Deputy Director to manage the day-to-day operations of the organization.
- Maintain sound financial practices, and develop new ones as necessary.

## Board of Directors (15%)

- Keep the Board well informed regarding the management and condition of Arts Corps and crucial issues affecting its present and future.
- Encourage excellence in Board performance through collaboration, communication and education.
- Involve each board member at an optimum level.
- Work with the board to formulate policy recommendations and in setting priorities.
- In cooperation with the board, facilitate the orientation of new board members.
- Mobilize the board to implement its fundraising responsibilities.
- Work with the board to ensure effective and efficient committee structure and staff committees as appropriate.
- Assist the board in formulating the plan for achieving the agency's philosophy, mission, strategy, annual goals and objectives.
- Support and encourage board development, including supporting a growing practice of youth involvement, growing knowledge and practices around racial and social justice, and strengthened fundraising skills.
- Facilitate opportunities for optimal engagement stimulating each board member to reach their highest potential.

## **COMPENSATION:**

Expected salary range is \$70K to \$90K depending on experience and based on Arts Corps' full-time work week of 35 hours (really). Position also includes medical, dental and vision coverage, along with flexible work hours, 20 days of paid time off, and 13 paid holidays.

## **EMPLOYMENT POLICY:**

Arts Corps is an Equal Opportunity Employer. People of color, queer, gay, lesbian and/or bisexual people, transgender, genderqueer and/or non-binary folks are encouraged to apply. This position has a strong center in racial and social justice, encouraging critical thinking and dialogue about how intersecting systems of oppression impacts our work.

Arts Corps is committed to the personal and professional growth of its employees. We work hard to build a supportive, respectful and celebratory community among our staff, board and volunteers, and we have a strong staff retention rate. We look forward to finding the next member of our extended Arts Corps family.

## **APPLICATION PROCESS:**

Please send your resume and a cover letter (2 pages maximum) addressed to the Search Committee to [EDsearch@artscorps.org](mailto:EDsearch@artscorps.org) no later than October 15, 2016. Position is open until filled; however Arts Corps ideally seeks to have a person in place by January, 2017.