



**Co-Executive Director of Education and Advocacy**

**\$80K-90K Annually**

**35 hours/week**

**Reports to: Arts Corps Board of Directors**

**Desired start date: January 2023**

**Why work at Arts Corps?**

Arts Corps is revolutionizing arts education by igniting the creative power of young people through culturally engaging learning experiences. We work toward a world where barriers to arts education no longer exist and all young people can creatively lead the transformation of schools, neighborhoods, and beyond.

Arts Corps is a nationally recognized youth arts education organization that works to address the race and income-based opportunity gap in access to arts education. Through participation in our arts integration, out-of-school arts and teen leadership programs, youth in our programs experience the transformative power of creativity and gain a deepened belief in their own capacity to learn, take risks, persist, and achieve.

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. Our work has a strong center in equity and liberation, encouraging critical thinking and dialogue about how intersecting systems of oppression impact our work and the communities we are part of.

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. We look forward to finding the next leaders our extended Arts Corps family, and our first-ever Co-Executive Director team.

**Job Summary**

The Co-Executive Director of Education and Advocacy is one-half of a dynamic executive leadership team; they will collaborate continuously with the Co-Executive Director of Development and Operations, dividing the responsibilities traditionally held by a single Executive Director. Together, they will support staff and faculty, provide necessary oversight and support, and collaborate with the Board of Directors to safeguard the success of Arts Corps. The Co-Executive Director of Education and Advocacy will serve as the steward of our mission and vision in all ways we serve youth.

Arts Corps is currently hiring for both Co-Executive Directors. These open positions come at an exciting time for the organization, as it embarks on a new shared leadership structure, replacing the single executive director structure—steeped in burnout and unrealistic work expectations—with Co-Executive Directors. As the organization transitions to this new paradigm and these new roles are established, we are seeking candidates who are skilled and passionate about building new systems, can collaborate closely to improve outcomes, communicate effectively and consistently, and think strategically and critically to refine and evolve these roles and structure.

## **Key Responsibilities**

### Leadership, Vision, and Management

- Collaborate with the Co-ED of Development and Operations to:
- Maintain a positive and strong organizational culture that ensures employees are valued; attract and retain competent and caring staff
- Maintain strong relationships with staff and teaching artists; inspire, support, motivate, and mentor staff
- Build and maintain a strong and effective leadership team through clear expectations, coaching, and support
- Ensure the healthy functioning of an inclusive and vibrant learning and creating community among staff and teaching artists that uplifts Black, Brown, Indigenous and Asian, Disabled, Queer, and other voices not historically centered
- Effectively lead strategic planning and maintain vision-alignment including clarifying and determining the types of advocacy the organization will undertake
- Serve as direct supervisor to the Co-Directors of Arts Education
- Hold final responsibility for decisions made regarding programming and local and state advocacy work; provide guidance and support for decision making
- Maintain working knowledge of significant national trends in the field of arts education and youth development; anticipate future needs and challenges and collaborate with the Arts Corps team, partners, and community to create effective strategies
- Be the primary representative in local and state advocacy opportunities for youth development, both legislatively and in the community at large, and be prepared to capitalize on relevant opportunities

### Fundraising

- Cultivate and maintain relationships with major donors and grantors
- Fully and effectively utilize public speaking engagements and other opportunities to create new partnerships and donor relationships
- Collaborate with the Co-ED of Development and Operations and Festa planning committee on our annual gala, Festa

### Communication

- Communicate effectively Arts Corps' vision and motivate board, staff, and volunteers to implement goals
- Regularly communicate externally via blogs, emails, panels, and other opportunities
- Ensure Arts Corps effectively markets its programs to prospective donors, partners, and other stakeholders

### Board of Directors

- With Co-ED of Development and Operations, serve as primary contact with the Board of Directors
- Ensure that the Board has the resources and support necessary to fulfill their governance duties
- Establish and promote proactive communications with and among the board regarding arts education and advocacy work; keep the board well-informed regarding the management and execution of programs
- Facilitate effective communication among the board, staff, faculty, and partners

## **Desired Skills and Attributes**

- Passion for arts education and creative youth development
- Experience, dedication, and alignment with community-focused, intersectional equity work
- Ability and willingness to lead with an anti-racist lens

- Experience in arts education and teaching artistry specifically in public spaces (i.e. schools, community centers, museums, cultural institutions, etc) for K-12 youth
- Strong understanding of teaching artist field and culture
- Demonstrated leadership experience and knowledge
- Strong understanding of program management
- Commitment to building and maintaining strong relationships with current and prospective program partners, donors, and grantors
- Collaborative work and leadership style
- Strong communication and facilitation skills
- Active, effective listener
- Ability to innovate and think creatively, critically, and strategically
- Demonstrated ability to empower and mentor staff
- Willingness and ability to hold oneself accountable and be held accountable by team
- Firm understanding of and commitment to equity; ability to center marginalized voices

### **Desired Experience**

- At least five years of leadership experience in arts education, youth development, or a combination thereof
- Bachelor's Degree or equivalent experience

*We're more interested in working with phenomenal people than in lists of qualifications. If you don't tick all the boxes, but you believe you're the right fit for our team, that's okay. We still want to hear from you.*

### **Compensation**

35 hours/week; salary range: \$80-90K. Generous benefits package including: medical, dental, vision insurance coverage or the choice of a pro-rated stipend; 13 paid holidays and 20 days of PTO annually, and a personal professional development allotment including an ED coach, and other leadership development opportunities.

**To Apply:** Send resume to [execsearch@artscorps.org](mailto:execsearch@artscorps.org) by end of day October 25, 2022, and include Co-Executive Director of Education and Advocacy in the subject line.

Co-applications are welcomed.

### **Hiring Timeline:**

We honor your time and labor in applying for this position. Here is our anticipated timeline for hiring. Timeline is subject to change and we will communicate with candidates should this occur.

Job Announcement - September 29th

1st Round Interviews (zoom, 30-45 mins)- rolling

Job Closing Date - October 25th

2nd Round Interviews (zoom, 60 mins) - week of November 7th

Final Interviews (in person at Youngstown Cultural Arts Center in pairs) - November 18th\*

\*This day may involve multiple pairings of candidates to determine the best combination of Co-Executive Directors.

Reference Checks - week of November 21st

Offers made - December 2nd

Desired Start Date - early January (negotiable)