



THE ART EFFECT

Director of Artistic Advancement Job Roles and Responsibilities

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The Art Effect empowers youth to develop their artistic voice to shape their futures and bring about positive social change. Based in Poughkeepsie, we help young people in the Hudson Valley explore, experience, and excel in the arts, introducing them to visual arts and media, giving them the opportunity to develop real skills in these fields, and guiding them towards achieving their academic and career goals.

POSITION SUMMARY

The Art Effect is seeking a Director of Artistic Advancement to manage The Art Institute of The Art Effect, as well as elevate the quality of arts instruction throughout the organization. The ideal candidate will be creative and passionate about arts education, be a master teacher, a skilled administrator, and have experience managing teams of teachers. This position will work closely with the Executive Director and Director of Programming to ensure The Art Effect's programs and offerings support students on their journey to college and careers in the arts.

The Art Institute is a year-round, intensive, pre-college portfolio development program for motivated teens ages 11-19. Graduates generate an impressive portfolio of original work that demonstrates their pre-professional skills in the visual and media arts. The goal of the Art Institute is to inspire and motivate students, preparing them for successful careers and acquiring merit-based scholarships to the nation's best art schools in the visual and media arts. Courses run afterschool, on weekends, and in the summer.

The Director of Artistic Advancement will be responsible for the following:

- **Management of The Art Institute and tuition courses**
 - Draft course curricular benchmarks, schedules, and descriptions
 - Establish technical and thematic performance measures for each class
 - Locate, interview, hire, & train teachers
 - Manage Art Institute teaching staff and evaluation process
 - Develop business model for tuition programs
 - Coordinate and implement logistics for the Art Institute across the Programs, Development, Exhibitions, and Communications departments
 - Counsel students on pathways for student growth and college portfolio development
 - Draft and oversee budget for tuition programs

- Facilitate and manage relationships with art college representatives
- Coordinate Portfolio Day
- Build rapport with Art Institute participants and their families
- Support arts education across the organization
 - Advise on the artistic processes of teachers and students
 - Create staff training/professional development opportunities
 - Recruit and submit student work for Scholastic awards and student exhibitions
 - Build relationships with students and families to cultivate their growth and connection to The Art Effect
 - Oversee coordination of local chapter of the National Arts Honor Society
 - Initiate strategic thinking around programmatic expansion and development
 - Support special partnerships that require high-level arts administration

The successful candidate will:

- Have a bachelor's degree in art education, art administration, visual arts, or a closely related discipline; and/or 5-7 years of experience;
- Have strong communication skills and an engaging, knowledgeable, inspiring, and motivating classroom persona;
- Educate students using multiple teaching methods (visual, verbal, written, etc.) as well as advise teachers on best pedagogical practices;
- Be able to make decisions quickly and efficiently;
- Be able to ensure the safety of students.

Open to talking to candidates with additional and multiple disciplines in the arts.

TO APPLY

Please email cover letter, resume, 5 artistic work samples or students' samples, and 3 professional references to info@thearteffect.org.

No phone inquiries will be accepted.

Accepting applicants through March 26.

Learn more about us at FeelTheArtEffect.org. #FeelTheArtEffect