



YOUTH ARTS EMPOWERMENT ZONE PROGRAM MANAGER

Poughkeepsie NY

The Art Effect

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 toward achieving their academic and career goals.

Job Description

This position is responsible for developing events and community engagement opportunities for and with youth, including the implementation of the annual PKX Festival, in the Youth Arts Empowerment Zone (YAEZ) as well as the broader development of the (YAEZ) in and around the Trolley Barn Gallery (TBG). The Manager is responsible for the development, implementation, and evaluation of The Art Effect's curatorial and community engagement workforce program, which provides hands-on training and career development for youth ages 14-19. The Manager reports to the Director of Programs.

The position requires an exceptionally organized and independent individual with demonstrated ability to implement large and small events, and work as a team member to build relationships with youth ages 14-19 and the community. Strong writing skills and attention to detail are essential.

RESPONSIBILITIES/DUTIES

- Serve as the Program Manager and Lead Teaching Artist for the YAEZ/TBCT workforce program which includes designing YAEZ/TBCT program curriculum, incorporating exhibition timelines and exhibition focused sessions with the Gallery Manager, and supervising the youth in curating creative experiences in and around the TBG
- Lead recruitment efforts to enroll youth in the YAEZ/TBCT program
- Mentor youth at varying skill levels in audience experience, public engagement and arts administration
- Lead youth involvement in the PKX planning process
- Serve as the Project Manager for community events including the PKX Festival, YAEZ outreach events, and TBG exhibition events which includes overall project oversight, recruiting of guest speakers/artists/teachers, planning, and execution



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- Strategize and implement community outreach for the TBG and YAEZ including tools and resources for communicating about the YAEZ
- Develops and coordinates strategic partnerships with community organizations, guest curators, featured artists, workshop teachers, panelists, and/or guest speakers
- Collaborate with Gallery Manager on community accessibility in and out of gallery space (initiatives, aesthetics, programming etc)
- Research best practices and models for community placemaking and community placekeeping, as well as youth leadership and development programs
- Collaborate with the Gallery Manager on the planning and implementation of the TBG exhibitions and events
- Collaborate with the marketing department to develop communications content and strategies for community outreach
- Seek and manage program staff involvement in YAEZ and TBG events to expand the network of resources in and around the TBG when necessary

Development:

- Work with Development team in implementation and reporting of grants and events related to the YAEZ and TBG facility, including proposals and reporting

Events/Partnerships:

- Provide on-site leadership at YAEZ related events

Compensation range is \$48,000 - \$53,000/yr and commensurate with experience. Benefits include a generous vacation/paid time off package, Health insurance with options for vision/ dental, along with 401K. While this position is based in our Poughkeepsie office, partial remote work is negotiable.

The Art Effect is committed to the principle of equal employment opportunity and to providing employees with a work environment free of discrimination and harassment. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran, or disability status.

To apply, please send a **resume with a cover letter and three writing samples** to employment@thearteffect.org with the job title and your name in the subject line. This position is open for immediate employment. No phone calls, please.