

## SENIOR DIRECTOR OF ALUMNI PROGRAMMING

### About YoungArts

The National YoungArts Foundation (YoungArts) was established in 1981 by Lin and Ted Arison. YoungArts' signature program is an application-based award for emerging artists ages 15–18 or in grades 10–12 from across the United States. Selected through a blind adjudication process conducted by an independent panel of highly accomplished artists, YoungArts winners receive valuable support, including financial awards of up to \$10,000, professional development and educational experiences working with renowned mentors—such as Debbie Allen, Mikhail Baryshnikov, Plácido Domingo, Frank Gehry, Jeff Koons, Wynton Marsalis, Rebecca Walker and Carrie Mae Weems—and performance and exhibition opportunities at some of the nation's leading cultural institutions. Additionally, YoungArts Winners are eligible for nomination as a U.S. Presidential Scholar in the Arts, one of the nation's highest honors for high school students who exemplify academic and artistic excellence. U.S. Presidential Scholars in the Arts receive a Presidential Medal at the White House and perform and exhibit at the Kennedy Center and the Smithsonian.

### Mission

The National YoungArts Foundation identifies and nurtures the most accomplished young artists in the visual, literary, design and performing arts and assists them at critical junctures in their educational and professional development. YoungArts aspires to create a community of alumni that provides a lifetime of encouragement, opportunity and support.

### Position Overview

Reporting to the Vice President of Artistic Programming, the **Senior Director of Alumni Programming** is responsible for overseeing alumni programming, which includes public programming. The Senior Director will manage a team responsible for growing and evolving a national community and network of YoungArts alumni. This position will maintain, develop, and implement on the strategy that grows programs, which serve our alumni base through the Miami campus headquarters and other sites nationally. This position will develop the strategy for all local, regional and national partnerships, including evaluating existing alliances and building new collaborations that advance the mission of YoungArts; execute on the strategic priorities that expand alumni offerings; contribute to audience development; and establish YoungArts as the leading pipeline for the next generation of great artists and creatives for the nation's workforce.

### Who are we looking for?

Innovator. Builder. Strategist. Convener. These are just a few words that describe our ideal candidate. We're looking for a strategic leader, bold thinker and thoughtful manager.

### Essential Duties:

- Establish framework to recruit, develop, and nurture alumni community to keep alumni actively engaged.
- Build strategic relationships to drive public and alumni programming at campus headquarters and offsite across partner venues.
- Oversee the launch and development of the online alumni portal, *YoungArts Post*.
- The ability to develop strategy to inform and direct programmatic decisions.
- The evaluation experience to measure success and inform programming decisions.
- An innovative approach and ability to build relationships with nonprofit, community and corporate partners; Will liaise with Development team to maximize partnerships with foundation, corporate and institutional relationships to financially support and sustain programs.
- Work closely with the Senior Director of Education to create educational and professional development resources and opportunities for YoungArts participants, both locally and nationally; provide thought-leadership and strategy in maximizing relationship opportunities with target high school and higher education networks.

- Coordinate with YoungArts Education team on recruiting and placing alumni into application promotion and Educator professional development programs.
- Ensure equity and access across alumni opportunities.
- Collaborate with External Relations and Communications team regarding the marketing of alumni and public programs.
- A portfolio of metrics to measure sustainability and manage growth.
- Dynamic leadership, training and professional development for a growing team.
- Understanding strategies and familiarity with budgets and the budgeting process.
- Works with Senior Director of Operations and Campus Planning and team on maintaining operational balance for expenses, activations and expectations.
- Expertise and the ability to build a strong, diverse working team through leadership, mentorship and coaching.
- A passion for YoungArts' mission and strong commitment and ideas to enhance the culture of the entire organization.

### **Education, Experience**

- Proven track record of creating dynamic, public programming that activates campus spaces in a creative and engaging manner.
- 10+ years of experience as a senior manager supervising staff with preference toward management experience in a philanthropic organization or nonprofit. Solid educational background including an undergraduate degree. Advanced degree preferred.
- Knowledgeable about the national arts and education systems and network desired but not required.
- Experience with program design and planning, budgeting, implementation, monitoring, artist contracting and evaluation.
- Excellent project management skills, including ability to handle multiple assignments; successful track record of setting priorities and ensuring execution.
- Effective team leader, team player with 'can-do' attitude.
- Thrives in a collaborative, entrepreneurial and dynamic work environment where team members are open, flexible and adaptable to the needs of the organization.
- Easily navigates technology; proficient in Microsoft Word, Excel and PowerPoint.
- Experience with data collection and impact measurement to track program effectiveness.
- Skilled negotiator with extensive artistic contract management experience.
- Excellent written, verbal and interpersonal communication skills with ability to make effective oral presentations to large and small groups of internal or external stakeholders.

### **Location**

This position will be based in Miami, Florida.

### **Compensation**

A competitive compensation package including salary, health, 401k and paid-time-off benefits.

*The National YoungArts Foundation is an Equal Opportunity employer. Personnel are chosen on the basis of ability without regard to race, color, religion, sex, national origin, disability, marital status or sexual orientation, in accordance with federal, state and local law.*

### **To Apply**

Send your resume and a cover letter with salary history and salary requirements and three professional references in one continuous WORD or PDF document to [careers@youngarts.org](mailto:careers@youngarts.org). Application deadline is on a rolling schedule. No phone calls, please.

### **Supplemental Information**

A background check must be completed satisfactorily before any candidate may commence employment with YoungArts.