

EDUCATION RESOURCES MANAGER

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

The Education Resource Manager deepens YoungArts' relationships with educators through the creation and distribution resources on college and career readiness in the arts, and through the implementation of educator programs.

Who are we looking for?

An entrepreneurial and motivated advocate for arts education

An organized and detailed-oriented professional with a high standard of excellence

A “connector,” someone able to see connections between seemingly disparate things

A positive thinker who believes in saying “yes and,” and is able to redirect energy toward the positive

A team member that thrives on new ideas, and is courageous to challenge the status quo

A collaborator that has a sense of humor and flexibility

Essential Duties:

- Develop and publish standards-based resources for an educator audience that provide guidance for quality submissions to the national YoungArts competition.
- Manage the editing, release and distribution of YoungArts-produced education resources; and work toward their continuous improvement.
- Manage and enhance the recognition of YoungArts winners' educator(s) and schools.
- Design and implement a professional learning program for educators centered on YoungArts-produced education resources, and based on short- and long-term goals.
- Create and disseminate communications to national arts education partners and educators on YoungArts-produced education resources.
- Implement actions to support educators in their use of YoungArts-produced education resources.
- Increase public school access to YoungArts' arts and cultural resource, e.g. exhibitions and performances, both in Miami and in other parts of the country.

Education, Experience, Abilities

- Bachelor's degree in education, arts education or a related field
- At least five years' experience as an educator
 - A licensed, certified or endorsed arts educator with high school level experience preferred; candidates with experience in out-of-school time arts learning programs are welcome to apply
- Experience working with educators of diverse backgrounds
- Ability to work independently
- An unwavering belief that all students can achieve
- Strong conceptual, analytical and problem-solving skills
- Excellent communication and interpersonal skills
- Sense of humor and flexibility
- Knowledge of Microsoft Office (Word, Excel, PowerPoint, Outlook) and Google applications
- Demonstrated understanding of arts curriculum design and assessment practices
- Excellent organizational and time management skills
- Commitment to diversity and adept at working in an inclusive work environment

Location and Travel

This full-time position will be based in Miami, Florida, and will require travel at 25% of the time.

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 the following documents in support of your application for this position to education@youngarts.org:

- Resume and a cover letter
- Compensation requirements
- One of the following:
 - A **standards-based lesson or unit plan** in an arts discipline (e.g. cinematic arts, creative writing, dance, design, music (performance-based ensembles), theater and/or visual arts), including student objectives, description of learning activities and assessments; **OR**
 - **Documentation from a professional development** for educators that the candidate designed and lead, this may include agendas, presentations, handouts, evaluations, guided readings, etc.
- Examples of the candidate's students' work that demonstrates their learning (Candidates may cite or link in their resume a website where examples of their students' work may be archived.)

Application deadline is on a rolling schedule. No phone calls, please. If candidates have questions about the position and the application documents, they may direct their correspondence to education@youngarts.org.

Supplemental Information

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