POSITION SUMMARY

The Arts Administrators of Color Network (AAC) is seeking a seasoned nonprofit professional with a connection to the arts and a background mobilizing communities of the global majority. In addition to demonstrated nonprofit management experience, the ideal candidate thrives with change by being entrepreneurial, adaptive and innovative. They are excited to play a critical role in creating and shaping policies, procedures and organizational direction through their passion, idealism, integrity and commitment to AAC’s mission.

EXECUTIVE DIRECTOR RESPONSIBILITIES:

Board Governance:

● Report to and work closely with the Board of Directors to seek their involvement in the direction of organizational policies, procedures and overall visibility

● Cultivate, maintain, and work alongside a strong Board of Directors.

● Oversee and assist with training the Board of Directors and committees.

Leadership & Management:

● Serve as AAC’s primary spokesperson to the organization’s constituents, the media, and the general public. Be active and visible in the community by working closely with other professional, civic and private organizations.

● Implement AAC’s strategic plan and programs to ensure AAC successfully fulfills its mission.

● Organize convenings with members of The Cousins Regime and other aligned groups to build community and collaborate.

● Decolonize and untangle AAC’s practices of a non-BIPOC inclusive arts management structure, and imbue them with anti-capitalism, anti-oppression, and anti-racism practices.

● Establish policies and procedures for all functions and for the day-to-day operation of the nonprofit.

● Hire, supervise and collaborate with organization staff.

● Ensure fiscal integrity of AAC, including the annual budget and monthly financial statements.

● Oversee marketing and other communications efforts.
Fundraising:

- Establish and maintain relationships with various organizations and utilize those relationships to strategically enhance AAC’s mission and resources.
- Expand local revenue generating and fundraising activities to support AAC’s initiatives.
- Standardize and brand enforce current membership (artists, organizations, for profit sector) and member benefits (expanded online learning, digital technology/tech entrepreneurship, etc.).
- Expand the peer networking opportunities for People of the Global Majority cultural sector; and Build Partnerships/relationships with professional search firms (especially BIPOC firms).

Organizational Strategy:

- Support the organization in transitioning from volunteer run to a non-hierarchical governing and fundraising board and staff run model. Further define the organizational structure and/or business model.
- Design the organization’s national (and future global) expansion.
- Expand AAC’s online learning, workshops, classes, and courses.
- Hire/consult with lobbyists, economists, policy makers and legal counsel to advocate for equitable funding support to the legislation (local, state, national). Develop training/toolkits to mobilize and galvanize the AAC network to contact legislators and get their voices heard.

EXECUTIVE DIRECTOR QUALIFICATIONS/SKILLS:

AAC values the lived experiences, ancestral wisdom, and skills acquired outside of the typically accepted accreditation processes such as higher education degrees, formal training programs, years of experience in institutions, etc. The hiring committee will consider candidates that are able to demonstrate a track record of using a variety of skill sets that align with the overall mission, vision, and goals of the organization.

If you have any questions about qualifications, please contact us at SearchCommittee@aacdmv.org

- 5+ years of professional nonprofit management experience or equivalent training; track record of effectively leading and regionally and nationally scaling a performance- and outcomes-based organization; ability to point to specific examples of having developed and operationalized strategies that have taken an organization to the next stage of growth.
Excellent track record of organizational management with the ability to coach staff, manage, and develop high-performance teams, set and achieve strategic objectives, and manage approximately a million dollar budget.

Past success working with a working Board of Directors with the ability to cultivate existing board member relationships.

Strong marketing, public relations, and fundraising experience with the ability to engage a wide range of stakeholders and cultures. Experience working in communities composed of People of the Global Majority.

Strong written and verbal communication skills; a persuasive and passionate communicator with excellent interpersonal and multidisciplinary project skills.

Action-oriented, entrepreneurial, adaptable, and innovative approach to business planning.

Tech savvy - able to learn and manage multiple technology-based tools to work and collaborate with others in a fully remote environment. Familiarity with Google Suite (Drive, Docs, etc.), Zoom, Eventbrite, Slack, and Asana is a plus.

PAYMENT STRUCTURE:
The annual salary for this full-time exempt position is $100,000. It is a 3-year contract position. Benefits include health care and unlimited vacation.

CONDITIONS OF WORK:
The position is fully remote and predominantly seated and stationary. Evening and weekend work and travel may be needed occasionally.

HOW TO APPLY:
Interested candidates are invited to submit an application through the Google Form here. The position is open until filled; priority will be given to candidates who apply by May 11, 2022. Please email SearchCommittee@aacdmv.org with any questions.

AAC’s services and employment are provided in a nondiscriminatory manner, without regard to race, sex, color, national origin, ancestry, religious creed, ability or age. BIPOC professionals are encouraged to apply.

ORGANIZATION SUMMARY

Founded in July 2016, the Arts Administrators of Color Network (AAC) is a service organization that focuses on networking and community building through the arts. We are advocates who continue to fight for equity in the arts through collaborations, forums, and outlets that provide a voice for arts administrators and artists of color where there may not be one.

AAC is a 501(c)3 organization, made possible through generous donations.
Since its creation in 2016, the Arts Administrators of Color Network has held over 25 events and served over 1,000 arts leaders in DC, Maryland, and over 200 arts leaders nationally.

Our programs include an annual convening, a mentoring program, professional development events for artists and arts administrators, and networking opportunities.

Over the last five years, the organization has:

- Built an incredible network of arts administrators and creatives in our Facebook group with over 2,500 members worldwide.
- Hosted the only annual convening for and by BIPOC (Black, Indigenous and People of Color) individuals in the arts every year since 2017, reaching up to 500 attendees annually.
- Created a year-long, nationwide mentorship program with over 40 participants over the past three years.
- Set up an Arts Leaders of Color Emergency Fund to support BIPOC (Black, Indigenous, People of Color) artists & arts administrators impacted by COVID-19 through $200 microgrants.
- Curated joyful and graceful spaces to network, decompress, and connect with peers and advocates continuing to fight for equity.

AAC builds on the historical work of our elders and ancestors, drawing inspiration from organizations like the National Negro Congress, Cultural Division and The Association of American Cultures. AAC has its roots in Washington, DC, making advocacy a natural extension of its work in the arts and culture sector. AAC works from the “about us, for us, by us, near us,” framework articulated by sociologist W.E.B. DuBois, relying on the rich abundance of resources and creative ideas within our own communities.

For more information about the terminology used in this plan, please refer to the following resources.

- Racial Equity Tools Glossary
- Racial Equity Institute Glossary
- Council Office of Racial Equity Glossary

MISSION STATEMENT

The Arts Administrators of Color Network is a support network that harnesses the power of artists, arts administrators, and organizations of the people of the global majority to connect and expand their leadership across the U.S. creative sector.

VISION STATEMENT

We envision an anti-racist, anti-oppression, human-centered creative sector where intersectional and transformational justice are the norm and most cultural institutions are led by People of the Global Majority.

CORE VALUES
• **Community** – We believe in connecting People of the Global Majority to advance, learn from, and uplift each other and celebrate the full diaspora of our experiences and identities.

• **Equity** – We believe that we can only achieve liberation when the U. S. creative sector has adequately addressed the compounded effects of historic inequity and injustice, and anti-racism, anti-oppression, equity, radical truth telling, and transformational justice are permanent practices sector wide.

• **Support** – We believe that people are helped, authentic relationships are formed, and problems are solved, when we uplift, uphold and nurture our community.

“**By BIPOC Arts Professionals, with BIPOC Arts Professionals, for all BIPOC Arts Professionals.”**