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Part-Time Coordinator Position

Arts|Learning, Inc., seeks a part-time coordinator to organize and then manage all aspects of its ***School Arts Leader Program*** (**SAL**; see below*),* including recruiting schools to participate, supervising consultants/coaches and working with a variety of public-school officials, administrators, and constituents. Candidates with experience in PreK—12 school administration and public education in Massachusetts are highly preferred. BIPOC administrators are encouraged to apply. This position reports to the A|L Executive Director. The first year the position is as a consultant to set up the program with the potential of a salaried position in years two and three. The goal is to plan this year and have the program up and running for the 2022 school year.

Qualifications of successful candidate:

- Has experience as a PreK—12 public-school administrator/official in Massachusetts (district coordinator, principal, superintendent, school committee member). Urban school experience a big plus.
- Background in or affinity for one or more of the Arts (dance, drama, media, music, and/or visual arts)
- Is available an average of 15 hours per week and is able to work a flexible weekly schedule. Some weeks may have more hours, other weeks fewer hours. (Spring, 2022, less hours needed)
- Is a self-starter with strong communication skills who can lead the recruitment of schools and districts to participate in SAL
- Has a car for travel to several sites (mileage reimbursed; monthly log required)
- Shows comfort with technology for virtual meetings and sharing documents
- Schedules and attends trainings and meetings of coaches, school leaders, and school arts teams
- Tracks all income and expenses
- Prepares appropriate reports to funders and the A|L Board of Trustees

Compensation: First 1/2 planning year, $8,000, consultant with no benefits. Years two and three, $20,000/year, salaried with no additional benefits. Position and compensation pending full funding. This position might be renewable for additional years, providing the Coordinator is successful in recruiting new participating schools/districts yearly.

The **School Arts Leader (SAL) Program** is a collective-impact collaboration which annually guides a cohort of MA school principals and/or district leaders through a two-year process to forge sustainable, high-quality arts-education programs that transform their schools by actively directing a team of educators, parents, and community members to develop and implement school arts action plans. The goal is to build and support systemic change in public PreK—12 schools so that all students can benefit from the vital role

of dance-drama-media-music-visual art in a complete, balanced education. It is a proven strategy for improving education outcomes in underperforming schools and developing culturally-inclusive school communities. Working with diverse student populations, especially in urban schools, is a priority.

Potential SAL Program Focal Points may be in a specific school, or via a vertical-alignment team in a district, Pre-K—12. Any of the following concentrations may be chosen by the participating school or district, either alone, or in combination:

- One or more arts domain(s) specific focus (dance, drama, media arts, music, visual arts)
- Integrating arts *with* and *across* other academic subjects
- STEAM—Integrating and infusing arts across STEM subjects (STEAM)
- Post-pandemic response—strengthening student resiliency, social-emotional learning, and building community through the arts
- Applying arts-learning processes and thinking strategies across the curriculum
- Utilizing local arts and cultural organizations and resources
- Other arts-related focus of school's or district's choice

To apply:

Please send the following to Dr. Nancy Moses, Executive Director, Arts|Learning.
nmoses@artslearning.org

- Letter of Interest, including name, address, email address, and phone number
- Resume
- Names, email addresses, and phone numbers of at least two (2) references

Applications close January 10, 2022

Arts|Learning, Inc., is an equal-opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. A|L prohibits discrimination and harassment of any kind based on race, color, religion, sex (including pregnancy, gender identity or expression, and sexual orientation), parental status, ethnicity, national origin, age, disability, genetic information (including family medical history), political affiliation, military service, or any other protected characteristic or other non-merit-based factors as outlined by federal, state, or local laws.

This policy applies to all employment practices within our organization, including hiring, recruiting, promotion, termination, layoff, recall, leave of absence, compensation, benefits, training, and apprenticeship. Arts|Learning, Inc., makes hiring decisions based solely on qualifications, merit, and business needs at the time.