SSCAC PUBLIC PROGRAMS AND ENGAGEMENT MANAGER

Full-time, 35-40 hours per week.

SSCAC (SOUTH SIDE COMMUNITY ART CENTER) was founded in 1940, and seeks to uplift and advance the legacy, development, and future of Black American art and artists, while also educating the community on the value of art and culture. SSCAC plays a pivotal and profound role in the arts and culture sector of Chicago, and more specifically on the South Side in the Bronzeville neighborhood. The organization has been a primary incubator for African American artists and movements that historically have included AfriCOBRA, Amiri Baraka, Charles White, Elizabeth Catlett, Gwendolyn Brooks, Gordon Parks, and many others. SSCAC is celebrating its 84th anniversary and is reasserting itself as an innovative space for emerging and established Black artists. Our mission is to champion the past, present, and future of Black art and artists. SSCAC strives to advance the development and voices of a diverse range of Black artists by amplifying their work through exhibitions, thoughtful programming, and workshops. SSCAC believes that Black artists play an essential role in our communities and society at large, educating the community on the value of art and culture. **We are seeking a Public Programs and Engagement Manager to work full-time with our team.**

About the Role:

The Public Programs and Engagement Manager is responsible for developing, executing, and leading creative and meaningful mission-based, engagement-focused programs for adults, families, and intergenerational audiences. This key role serves as the institutional and front-facing lead for public programs that integrate our mission, embody our legacy and history, enhance our exhibitions, drive attendance, and emphasize inclusion, diversity, innovation, risk taking, collaboration, and relevance. SSCAC's ongoing lineup of free programs such as artist-led talks and workshops, screenings, lectures, performances, and other culturally engaged events uplift our legacy and commitment to the advancement of Black arts movements. This role requires awareness and knowledge of the Chicago arts ecosystem, artistic practices spanning visual art, performance, critical and visual scholarship, and contemporary arts discourse. Our public programs connect a range of audiences to SSCAC and each other in meaningful ways that contribute to an increased public understanding of Black creativity and thought, learning about new and diverse perspectives, advancing our community partnerships, and deepening our value to the public – locally and nationally. This key role will work directly across our team to successfully manage SSCAC's brand, identity, and communications tasks as it relates to creative engagement outreach strategies through SSCAC's social media platforms, newsletter, and marketing and promotional materials.

Public Programs and Engagement candidates bring experience, skill, commitment, and enthusiasm in the following areas of responsibility:

● Advocate for artists and their essential role in society by working collaboratively with them to create thought provoking and exciting programs that range the interests of adults and families.
● Develop a cohesive set of monthly public programs around a compelling set of changing themes responsive to current exhibitions, contemporary art concerns relevant to Black artists and community members, that align with SSCAC's mission and values.
● Creating and developing programming related to thematic topics for annual key programs for example Black History Month, Women's History Month, PRIDE month, Poetry Month, EXPO Chicago, and others.
● Securing and executing program partnerships and serving as the primary contact.
● Build new relationships and foster existing ones with artists, community members, organizations, and institutions that align with our mission and vision that resonate within and beyond SSCAC – maintaining long-term stewardship and care of these relationships.
● Create a weekly newsletter that highlights and supports the Center.
●Collaborate to draft marketing language and social media content for the promotion of public programs, gathering images and visual materials and writing copy for SSCAC's newsletter, flyers, press releases, and program run of show for each event.
● Collaborate with the Executive Director, Operations Manager, and Facilities staff to ensure successful execution of public programs and special events from an operational and logistical perspective.
● Collaborate with Membership and Audience Engagement Manager to identify membership program opportunities.
● Develop public programs budget and track use of funds.
● Conduct and analyze regular post-event surveys to identify opportunities for improvement
● Maintain and provide data outcomes related to attendance and engagement for use in grant proposals as needed.

Qualifications:

● Enthusiasm for SSCAC's mission, history, vision, values, and goals.
● Commitment to SSCAC's values of inclusion, legacy, and deepening public understanding of Black art and creativity.
● Highly confident public speaker and proven relationship builder.
● Passion for Black art and culture, and for supporting artists' work and their voices.
● Ability to listen to and understand various perspectives and identities, with an intersectional and intergenerational approach and framework.
● Direct experience working with contemporary art and artists.
● Deep knowledge of, if not first-hand experience with, creative programming in the arts and cultural landscape.
●Experience with program leadership, including program design, development, evaluation, and execution (ideally within an art-focused environment) for family and adult audiences.
● Proficiency with the following technology systems: Outlook Calendars and SharePoint, Mailchimp, WordPress, Microsoft Office Suite, videoconferencing, Canva and Adobe Creative Suite basics.
● Strict attention to detail, accuracy, and quality of work
● Proven communication skills; experienced with effective written and verbal communications and storytelling to internal and external audiences
● Able to work some evenings (receptions and special events), and Saturdays as it pertains to Public Program events or press and media visits.
● Eager to learn and take on new challenges and open to constructive critical feedback.

The role offers a competitive salary; A casual work environment; Full time hours consistent with SSCAC's schedule currently Tuesday-Saturday, 11:00am-5:00pm; Health and Dental Benefits; and Two weeks paid vacation. All inquiries, should be directed to Monique Brinkman-Hill, Executive Director along with your resume and interest letter **monique@sscartcenter.org**