



ARTSFUND

Title: Vice President of Strategic Initiatives & Communications

Departments: Programs and Communications

Reports to: President and CEO

ArtsFund supports the arts through leadership, advocacy, and grantmaking to build a healthy, equitable, and creative Washington. At ArtsFund:

- We believe that arts and culture are a tool for **social change**.
- We believe in arts and culture as an **economic driver** that creates jobs and revitalizes communities through interconnectedness with the entire Washington economy.
- We believe in **promoting equity** by centering on those most impacted by systemic oppression, including Black, Indigenous, and People of Color (BIPOC), LGBTQ+, and people with disabilities.
- We believe that communities benefit when **youth and families** are engaged in the arts.
- We believe that **strong data**, both quantitative and qualitative, can drive meaningful advocacy and change narratives.
- We believe that the **arts bring people together** with different experiences and that convening is essential for healthy communities.

Summary

The Vice President of Strategic Initiatives & Communications is a member of the senior management team, reporting to the President/CEO and providing the executive leadership and strategic vision for ArtsFund's strategic initiatives, communications, and marketing. This position is responsible for developing and implementing strategic outreach, programs, policy, partnerships, and media initiatives. The Vice President of Strategic Initiatives & Communications oversees strategic planning and implementation, advocacy/public policy, media relations, and marketing. This position is also responsible for the day-to-day management and supervision of all remote and on-site Programs and Communications staff and effectively supervising the departments' operations.

Key Priorities / Responsibilities

Strategic Initiatives and Programs

- Oversee and ensure successful implementation and continuation of existing programs and initiatives (including policy and outreach) that further ArtsFund's strategic priorities, such as Board Leadership Training, Building for the Arts, the Cultural Partners Network, Convenings, and research projects,
- Develop and implement new programs and initiatives that further ArtsFund's strategic priorities.
- Ensure the best use of technology and social media to further ArtsFund's strategic, marketing and development efforts.
- Work with the development team and Board of Trustees to identify resources to fund programs.

Communications/Marketing

- Cultivate and steward relationships with media and identify and optimize opportunities for publicity.
- In conjunction with the Development department, develop and lead marketing and communications efforts (branding, press releases, marketing pieces).
- Serve as primary contact with external marketing and communications organizations (PR firms, website design firms, etc.) and oversee the development and production of marketing and public relations materials.
- Represent ArtsFund at appropriate speaking engagements, industry events, committees, working groups, etc.

Knowledge/Abilities/Requirements

- Cultivate and steward relationships and build strategic partnerships with cultural and community partners, raising the visibility of ArtsFund's role in promoting the arts in the community.
- Build coalitions and foster networks within and across sectors and communities.
- Willing to be vulnerable. Genuine curiosity about others.
- Experience and proficiency with technology, Microsoft suite, project management, video-conferencing tools, and social media (e.g., Facebook, Twitter).
- Ability to represent the organization in public and community settings, make presentations and communicate effectively with partners, media, and other stakeholders
- Ability to maintain cooperative, supportive, and productive relationships with Board members and trustees, grantees, community members, and other funders and work well as a collaborator across all departments.

Preferred

- Bachelor's Degree required, graduate degree or advanced Degree desirable.
- Superior written and oral communication skills and ability to successfully present to groups of 10 – 1,000
- Impeccable judgment and discretion
- Positive attitude and strong interpersonal skills
- Ability to operate effectively as a positive team member with the entire staff and volunteers
- Accountability, initiative, creativity, enthusiasm
- Working knowledge of the public policy arena, including local, state, and federal issues related to and relevant to the arts
- Passion for and understanding of the arts and the local arts and cultural community

Work Environment and Conditions

This is a full-time, exempt position. The ArtsFund staff currently works according to a hybrid workplace schedule. ArtsFund reserves the right to alter location work requirements at any time. Applicants must have the ability to commit to a consistent schedule within standard office hours, Monday through Friday; the ability to work remotely with reliable internet access (hardware will be provided); and to work in the state of Washington.

Compensation

The salary range is \$120,000 - \$140,000, based on skills and experience. Generous benefits and PTO package including health/dental insurance 100% paid by the employer, 403(b) with up to 3% match, transportation/parking stipend, three weeks' vacation to start, plus an additional two weeks where the entire office closes (week of New Year and week of July 4th).

To Apply

ArtsFund recognizes that an individual's lived experience is a valued skill set. We aim to diversify the voices of all decision-makers on our staff to reflect best the stakeholders that we serve. ArtsFund is an equal opportunity employer and is committed to workforce diversity. Black, Indigenous, People of Color, and people with disabilities are strongly encouraged to apply. The position will remain open until filled. To apply, please send a cover letter and resume to jobs@artsfund.org, subject line " VP of Strategic Initiatives & Communications: your name." No phone calls, please; only applicants selected for an interview will be contacted.