



Position: DIRECTOR, VISUAL ARTS

Reports to: Executive Director

Location: Telluride, CO

AH HAA SCHOOL FOR THE ARTS

For over 30 years, Ah Haa School for the Arts (Ah Haa) has been inspiring people of all ages to discover, nurture and celebrate their creative possibilities. Ah Haa School for the Arts has been a place of inspiration, creativity, and curiosity for people of all ages in Telluride and the surrounding Colorado communities. In 2021, Ah Haa moved into downtown's arts district in the Silver Jack building, a 10,000 square-foot, purpose-built community center with enhanced studios and thoughtfully designed classrooms that spark expanded opportunities for participation. Ah Haa is also home to the prestigious American Academy of Bookbinding (AAB) located at the nearby historic Stone Building.

What We Are Looking For

The Director, Visual Arts program will be a dynamic and creative team member responsible for the development, planning, implementation, and evaluation of classes, workshops, activities and events in drawing/painting, fiber arts, printmaking, jewelry making and related art forms. This position will also be responsible for managing and maintaining all aspects of the Transformation Studio, the Curiosity Shop, the Possibilities Room, and other required facilities, as well as designing and teaching classes and workshops. This is a leadership position that will help develop and sustain partnerships and strategies to increase and sustain awareness and participation for discovery, exploration, and enhanced skills in painting and mixed media for people of all ages and abilities. This position focuses on adult programming and supervises the Visual Arts Manager who focuses on youth and teen programming.

This is a full-time, Exempt position. Occasional evening and weekends are required.

CORE RESPONSIBILITIES

Program Management (60%)

- Provide strategic oversight and management of all aspects of the Ah Haa Visual Arts program.
- Provide programmatic vision and management for adult programming in drawing/painting, printmaking, fiber arts, jewelry making and related arts with an emphasis on the six-week Summer Visiting Artist program.
- Develop, plan, implement, and evaluate year-round curriculum for adults, teens, youth that reflect best practices.
- Develop, plan, implement, and evaluate community partnerships that provide access and opportunity for people of all ages and abilities to engage and participate in programs that provide possibilities for discovery, exploration, and enhancement of skills.
- Collaborate with other program directors and managers to create and implement consistent best practices that enhance and develop the experience for instructors, students, and volunteers.
- Identify, hire, train and evaluate instructors, artists, staff, interns, and volunteers to operate public and private programs effectively, efficiently, and safely; provide necessary background checks and trainings as required.
- Provide supervision to Visual Arts Manager, including goal setting, and conducting annual appraisal.
- Manage all contractual obligations relevant to the program.
- Write, edit, and review all course and event descriptions necessary for print and digital communications per established guidelines and deadlines.

Classroom Management (30%)

- Responsible for the overall maintenance of the Transformation Studio and the Curiosity Shop and its equipment with a priority for the health, safety and well-being for staff, students, instructors, and volunteers.
- Contact and work with appropriate vendors and contractors for service and upgrades.
- Order all necessary supplies and materials.
- Set up and tear down classroom for classes; organize materials as needed; order materials, supplies, tools, and equipment; manage other duties as required for the safe operation of programs.

Budgeting and Other Duties (10%)

- Maintain and track Visual Arts Budget.
- Make recommendations to Executive Director on short and long-term budget priorities.
- Identify partnerships and sponsorships that extend, and supplement Visual Arts program's reach at a local, regional, and national level.
- Other duties as assigned that support the mission and success of the organization.

REQUIRED SKILLS, ABILITIES AND EXPERIENCE

- 2-5 years' experience teaching basic, intermediate and/or advanced art classes.
- 2-5 years' progressive experience programming or teaching arts programs.
- 2-5 years' experience hiring, training and supervising instructors, staff, or volunteers.
- Ability to take initiative and effectively adapt to change.
- Strong analytical and problem-solving skills
- Ability to work independently and carry out assignments to completion within parameters of instructions given, prescribed routines and standard accepted practices.
- Works well in a collaborative team environment.
- Excellent verbal and written communication skills
- Demonstrated ability to manage and track program budgets
- Demonstrated commitment to diversity and inclusion practices
- Ability to analyze complex information and communicate recommendations
- Communicate and demonstrate a standard of excellence and proactive problem-solving that sets an example for others.
- Represents the organization in a positive light that encourages participation and engagement with the public, participants, donors, and friends of the organization.

PREFERRED SKILLS, ABILITIES AND EXPERIENCE

- Previous experience with a non-profit and/or arts organization.

BENEFITS

Health Insurance, IRA Match, Tuition Assistance, 10 days paid vacation

What you can expect from Ah Haa

The Director, Visual Arts program will have access to the Ah Haa classrooms and studios after hours to encourage continued practice and professional development that facilitates artistic growth. While use of the tools and equipment within the classrooms and studios is permitted, all supplies, materials and tools for personal work are the responsibility of and must be paid by the Director, Visual Arts program.

SALARY RANGE: \$62,000 - \$72,000 depending on experience

In compliance with Colorado's Equal Pay for Equal Work Act (EPEWA) we are disclosing the compensation for this position. Factors that may be used to determine your actual salary may include your specific skills, years of experience in this field and in comparison, to other employees already in this role. A potential new employee's salary history will not be used in a compensation decision.

APPLICATION DEADLINE: OCTOBER 30, 2023 @ 5PM.

Interested candidates, please email cover letter and resume to marty@ahhaa.org. No phone calls please.

NOTE: This job description is not intended to be all-inclusive. Employees may perform other related duties as established to meet the ongoing needs of the business. AH HAA SCHOOL OF THE ARTS is an “at-will” employer.

AH HAA SCHOOL OF THE ARTS is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex (including pregnancy), sexual orientation, gender identity, national origin, disability, marital status, or status as a U.S. Veteran.

Ah Haa School for the Arts

PO Box 1590

Telluride, CO 81435

970.728.3886

ahhaa.org