



JOB POSTING • Director of Youth Engagement • F/T

June 2022

THE ELIOT SCHOOL OF FINE & APPLIED ARTS

The [Eliot School](#) inspires lifelong learning in craft and creativity for all. Our programs cultivate welcoming environments where people convene across a continuum of age, economic means and backgrounds to build skills, craftsmanship, and community. We sustain connections to communities in Greater Boston and beyond.

~7,000 people (in non-COVID times) engage with us each year. Classes for all ages take place in our schoolhouse and annex, and, for youth, in schools and community centers throughout Boston. Our focus is on manual arts, including woodworking/furniture, sewing/fashion/fiber arts, drawing/painting, book arts/mixed media. Other programs include creative youth development, an annual artist's residency, talks and other events.

The Eliot School staff and board have made explicit commitments to three strategic imperatives: racial equity, artistic excellence, and financial sustainability. This position supports all three.

More than half of our students are young people of color in Boston's public schools and community centers. Our staff and board that reflect the diversity of the communities we serve. We are actively taking a thought-leadership role to interrogate racial inequity driven by foundational, structural, and historical issues in the fields of craft and art education. As part of this, we co-lead the national Racial Equity in Craft Peer Learning Group. We believe that imagination and art-making can support questioning, engagement, and recognition of one's power to shape one's world. As we rebuild from the pandemic, we remain committed to our mission – the mandate to serve all.

DIRECTOR OF YOUTH ENGAGEMENT

The Director of Youth Engagement reports to the organization's Associate Director. They direct all youth programs including partnerships, schoolhouse classes, Teen Bridge, Art Teachers Alliance, and Artist in Residence programs. They supervise the Manager of Youth Engagement, Professional Development Manager, Youth Programs Coordinator and Artist in Residence Coordinator. They also supervise faculty, aides, volunteers and other personnel working in our youth programs. The job involves close communication and synergy with a Core Leadership team including Executive Director, Associate Director, and Director of Adult Engagement. They also work collaboratively with, and at times supervise staff and consultants in development, marketing and other areas related to youth programming.

Overall, they are responsible for ensuring youth programs' consistency with the Eliot School's [mission, values, and strategic plans](#).

Core Responsibilities:

- Provide leadership training, coaching and support to youth programs team as they plan and implement programming.

The Eliot School was in the midst of period of growth when the COVID-19 pandemic forced us to decrease programming significantly. As we rebuild in our new reality, we continue to make significant but necessary changes. This position will provide support to both new and continuing youth programs staff to ensure they are able to learn and thrive while they put our mission into practice. They will work collaboratively and independently to conduct short-term and long-term programmatic planning.

- Oversee and collaborate with the youth programs team to plan and administer high quality youth programs.

Pre-pandemic, Eliot School's youth programs engaged over 3,000 young people throughout Boston and in our Jamaica Plain schoolhouse. Implementing programming at this scale required a collaborative team approach to both day-to-day operations and to hiring and supervising our teaching corps. As we build back better, this position will carefully establish and nurture new and on-going strategic partnerships with mission and value aligned organizations and people.

- Support and maintain high quality youth programs teaching at the Eliot School and support high quality arts teaching staff across the region.
Eliot School plays a significant role in professional development efforts in arts education in our region. This position provides guidance, support, training, and evaluation to all Eliot School youth-serving staff, teaching artists, and teaching assistants. through our Art Teachers Alliance (ATA). to ensure high quality arts instruction within the Eliot School youth programs. They also work with organizational partners to implement Supporting the Processing of Experiences in the Arts During Crisis (SPEAC) and other initiatives to support high quality arts instruction in Boston and the broader region.
- Work in collaboration with other staff to ensure the financial sustainability of Eliot School's youth programs.
We recognize that the financial sustainability of our programs is essential as we work to have long-term, broad impact in arts and craft education. This position will work with the organization's Directors and youth programs team to determine annual budgets for programs. Youth programs budgets are balanced through a mix of contract income, grants, tuition, and individual donations. This position works directly with school's Directors, grant writers, and development and communication staff to set realistic budgets and meet revenue goals.
- Collaboratively navigate racial equity transformation, building programs guided by demonstrated commitment to racial equity.
The Eliot School seeks to contribute to a more just and equal world. As we design our programs and spaces to pursue equity, we are currently asking of ourselves: How do all parts of our school enact our mission to inspire lifelong learning in craft and creativity for all? Racial Equity is explicitly called out as one of the pillars of our strategic plan. This position works with organizational leadership to develop and implement long-term vision and present-day program implementation based on a commitment to racial equity.

Qualifications & Skills

We hope for a combination of the following. Candidates need not fulfill every item, but we will weigh all these factors in our hiring decision.

EXPERIENCE

- Exemplary track record with at least 2 years' experience managing nonprofit youth arts and/or community engagement, or equivalent.
- Demonstrated experience as an inclusive leader who has managed high performing, diverse teams, including remote employees.
- Demonstrated ability building thoughtful relationships with communities as a basis for engagement.
- 3-5 years of arts education experiences working with K-12 students in public or non-profit settings.
- Demonstrated experience navigating racial equity transformation in organizations or community efforts. Experience building programs guided by commitment to racial equity.
- Experience supporting organizations' financial sustainability by meeting goals for earned and contributed revenue related to programs and engagement.

ATTRIBUTES

- Excellent verbal and written communication.
- Flexibility and experience working in a fast-paced, dynamic environment while exercising effective judgment in challenging situations and remaining calm under pressure.
- Demonstrated emotional intelligence, humility, cultural competence, feedback skills, and the ability to sustain trusted relationships with a wide array of people.
- The highest ethical standards and discretion.
- Strong commitment to the Eliot School's mission of lifelong learning in craft and creativity *for all*.

ADDITIONAL QUALIFICATIONS

- Ability to work independently and as part of a team.
- Excellent skills in project management.
- Accurate, detail-oriented, able to meet deadlines.
- Excellent verbal and written communication.
- Comfortable with technology, able to adapt to new software and systems.

- Enthusiasm, collegiality, creative approaches to problem solving are welcome.
- Bilingual fluency a plus: Spanish, Mandarin, Kreyòl, etc.

The Eliot School is an Equal Opportunity employer and is committed to maintaining a diverse workplace that is welcoming to all.

Salary & Benefits

Salary commensurate with experience, \$58–68,000 full-time. Health insurance (partial); employer match for 401k retirement plan; family & medical leave. This full-time position offers the option to construct a flexible schedule and hybrid in-person/WFH. It requires some evening and weekend hours depending on programs.

To Apply:

Please fill out this survey and follow the code instructions:

<https://www.surveymonkey.com/r/35C7NWJ>

Send resume, cover letter and three professional references to Alison Croney Moses, Associate Director: acroney@eliotschool.org with “Director of Youth Engagement application” in the subject line.

We hope for a September start date, but will accept applications on a rolling basis until the position is filled. For job posting purposes, the deadline is listed as July 20, 2022. Please no phone calls.