



NORTHWEST FOLKLIFE

Strengthening our communities through arts & culture

Northwest Folklife Artistic Director

Northwest Folklife (NWFL) seeks an Artistic Director responsible for providing artistic vision with a social justice lens and for nurturing established and emerging cultural communities.

The Artistic Director:

- Serves as Northwest Folklife's primary creative content officer.
- Sets and fulfills Northwest Folklife's artistic and programming vision.
- Assures that the art, music, dance, and celebratory events of cultures of the Pacific Northwest flourish and are presented, preserved, and promoted.
- Plays a vital part in Northwest Folklife's efforts to connect our region's dynamic folk art communities.
- Champions artistic and cultural diversity and engages culture bearers to participate in, share, and celebrate the evolving traditions of the Pacific Northwest.
- Oversees the organization in partnership with the Managing Director.
- Has significant experience planning and managing large community events.

Job Responsibilities:

- Works extensively with community groups to support the development and advancement of cultural programming including:
 - Northwest Folklife Festival and its production
 - Cultural Focus
 - Year-round programs
 - Digital and live events
 - Outreach activities including school programs.
- Demonstrates cultural competency understood as ability to listen well and respect differences.
- Empowers community voices.
- Enjoys and appreciates all cultures, recognizing the value of diverse communities and artistic contributions of every kind.
- Recognizes teamwork as the core of activities.

- Embraces staff, board, community advisors and community groups across a broad spectrum of organizations.
- With the Managing Director, shares appropriate administrative, fund development, marketing, and technical production roles.
- Oversees the creation of marketing and communication content in line with portfolio responsibilities.
- Serves as liaison to Social Equality and Outreach Committees.
- With the Managing Director is the staff liaison to the Board of Directors.
- Reports to the Board of Directors through the President.
- Position has between four and six direct reports.

Qualifications:

- Knowledge of folk art conservation and presentation.
- Experience in public programming and working with ethnically diverse communities.
- Experience developing school, educational or youth development programs.
- Experience developing digital media content.
- Five+ years of progressive experience in event production.
- Fund development experience in grant writing and donor relations.
- Demonstrated leadership qualities.
- Project management skills with the ability to organize and manage multiple events and teams (including volunteers).
- Experience with promoters and producers to create, stage, and successfully complete original programming activities.
- Strong understanding of front and back of house operations.
- Fund development experience in grant writing and donor relations.
- Strong oral and written communication skills.
- Computer proficiency: email, word processing, spreadsheets.
- Ability to deal with the high levels of stress in event production, crowd management, and rapidly changing circumstances.
- Commitment to racial equity and inclusion; shows understanding of how social justice connects to arts and culture.
- Share Northwest Folklife's commitment to inclusion, diversity, equity equality, and access.
- Understands that relational and technical skills are equally important.

Salary and Benefits:

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| • Salary: \$70-\$75k | • Health insurance |
| • PTO | • Flex/remote work |
| • Paid holidays | • Technology training |

This position is full-time exempt. Currently, employees are primarily working remotely due to the COVID-19 pandemic.

Please submit resume and cover letter to hire@nwfolklife.org by 5:00 p.m. on 06/09/2021.

When applying, please put the SUBJECT LINE: Artistic Director Application

Please direct questions to hire@nwfolklife.org with SUBJECT LINE: Question AD.

All applicants are considered for all positions without regard to race, religion, color, sex, gender, sexual orientation, pregnancy, age, national origin, ancestry, physical/mental disability, or any other protected classification, in accordance with applicable federal, state, and local laws. By applying for this position, you are seeking to join a team of hardworking people dedicated to consistently delivering outstanding service to accomplish Northwest Folklife's vision and mission. Equal access to programs, services, and employment is available to all qualified persons. Those applicants requiring accommodation to complete the application and/or interview process should contact a management representative. Northwest Folklife is a 501(c)(3) nonprofit organization.