

Senior Director of Education and Community Engagement

The Adrienne Arsht Center for the Performing Arts of Miami-Dade County is seeking an experienced, skilled, and highly motivated Senior Director of Education and Community Engagement to support the Executive Producer and Dorothea Green Chair of Education and Community Engagement.

FLSA Status: Full-time, Exempt

About Us

Set in the heart of downtown Miami, the Adrienne Arsht Center for the Performing Arts of Miami-Dade County is committed to welcoming and connecting ALL people to the arts, to the Arsht Center, and to each other. Since opening in 2006, the Arsht Center, a 501C3 nonprofit organization, has been a catalyst for billions of dollars in new development in the downtown area, a leader in programming that mirrors South Florida's diversity, a host venue for historic events and Miami's hub for arts education.

Each year, we serve more than 50,000 young learners and offer more than 100 culturally diverse and inclusive education programs. Our 300+ annual events include our Knight Masterworks Classical Music series featuring magnificent orchestras and soloists from around the world; the very best musicals direct from New York for Broadway in Miami; Jazz Roots, the largest jazz series in South Florida; our award-winning, Miami-made Theater Up Close program; Flamenco Festival Miami; brilliant work from our many Arts Partners and local artists, and much more.

The Arsht Center is a home stage for three resident companies - Florida Grand Opera, Miami City Ballet, and New World Symphony - and a launchpad for local artists to make their mark on the international stage. In addition, our Family Fest, Free Gospel Sundays, Communi-Tea LGBTQ+ celebration, and Heritage Fest are among dozens of free activities that bring together people from all corners of our community.

For more information, visit arshtcenter.org.

Basic Function

Reporting to the Executive Producer and Dorothea Green Chair of Education and Community Engagement, the Senior Director of Education and Community Engagement will play a vital role in advancing the mission of the Adrienne Arsht Center by developing and implementing innovative educational programs and community engagement initiatives. This leadership position requires a passionate individual with a strong background in arts education, program development, and community relations. The ideal candidate will be a creative thinker, a strategic leader committed to inclusivity, collaboration, and fostering a love for the performing arts in a diverse community.

Responsibilities

The following are examples of the various responsibilities required. The job requirements are not limited to items on this list.

- Provide leadership and oversight of the day-to-day management of the Education and Community Engagement team and initiatives, with 75% oversight of Community Engagement and 25% Education, aligning them with the Arsht Center's overall mission and strategic goals.
- Design, implement and evaluate Community Engagement programs and initiatives that serve a diverse population including adult learners, people with disabilities and populations historically excluded from the performing arts.
- Program public performances and series on Arsht Center mainstages and out in the community with international, national and local artists that are relevant to the community and gather audiences.
- Cultivate partnerships with artists, talent agents and representatives, educators, community leaders and organizations to expand reach and maximize impact within the community.
- Develop and oversee engagement strategies that promote accessibility and inclusion in all educational and community programming.
- Work with the VP of Education and Community Engagement and Director of Education to craft an annual budget and business plan that meets the needs of the Arsht Center, the Education and Community Engagement Division and aligns with the Arsht Center's mission to provide accessible arts experiences to Miami-Dade County citizens while ensuring responsible allocation of resources.
- Collaborate with Development team to identify and pursue funding opportunities, including grants and sponsorships to support Education and Community Engagement programs.
- Collaborate with Marketing and Communications to promote all education and community engagement programs and initiatives, ensuring maximum visibility and participation.
- Engage in speaking and representing the Arsht Center at public performances, community events, workshops, and conferences.
- Establish metrics and tools for evaluation the effectiveness of educational programs and community initiatives, using data to inform continuous evaluation and improvement.
- Prepare and present regular reports on impact and progress of programs.

Note: This position requires flexibility in the workday, as it may require nights and weekends.

Ideal Experience

- Master's degree in performing arts, non-profit management or a related field preferred.

- Minimum of 10 years of experience working in the performing arts, arts education, programming, community engagement or a related field, with at least 5 years of experience in a leadership role managing a team.
- Successful at negotiating with artists, talent agents, managers and other representatives to program relevant and successful public performing arts engagements for the community.
- Proven track record of developing and implementing successful community initiatives.
- Exceptional communication and interpersonal skills, with the ability to engage a variety of audiences, stakeholders and community members.
- Exceptional at building collaborative relationships and nurturing sustainable partnerships.
- Strong understanding of the local and national performing arts landscape and its impact on community development and education.

Personal Characteristics

The Senior Director of Education and Community Engagement should be:

- Action-oriented and a doer
- A strategist
- An active listener and willing to learn from others
- A critical thinker and a complex problem solver that identifies challenges and develops and evaluates options and implements solutions.
- Easy to get to know, loves the arts and people
- Dedicated to accomplishing the organization's goals and always striving for the best
- Positive attitude

Physical Demands

- While performing the duties of this position, the employee is frequently required to stop, reach, stand, walk, lift, pull, push, grasp, communicate, and use repetitive motions.
- While performing the duties of this position, the employee may frequently lift and or move 20 pounds of materials.
- The position requires the individual to meet multiple demands from multiple people and interact with the public and other staff.

Suggestions for candidates and expressions of interest should be addressed to:

Email: resumes@arshtcenter.org, with Senior Director of Education and Community Engagement search in the title line.

Note: The above job description is intended to describe the general nature and level of work being performed by staff assigned to this job. It is not intended to be an exhaustive list of all responsibilities, duties, and skills required of staff in this position. Duties, responsibilities, and skills are also subject to change based on the changing needs of the job, department, or organization. The job description does not constitute an employment agreement between the employer

and employee and is subject to change by the Adrienne Arsht Center as the requirements of the job change.

The Adrienne Arsht Center is an equal opportunity employer committed to being an inclusive workplace and strongly believes in the importance of having a diverse group of individuals represented both onstage and off.