

DIVERSEWORKS SEEKS EXECUTIVE DIRECTOR

DiverseWorks is a non-profit, multidisciplinary contemporary art center located in the Midtown neighborhood of Houston, Texas - a state-designated Cultural Arts and Entertainment District. DiverseWorks is also located within Houston's renowned Museum District, and is an active member of the Houston Museum District Association. DiverseWorks anticipates relocating from its current facility to the Midtown Arts & Theater Center Houston (MATCH), currently under construction, following its completion by late 2015. The mission of the MATCH is to provide a home for a broad spectrum of Houston's arts organizations, and create an accessible destination that will bring Houstonians together to enjoy art and enliven a neighborhood.

MISSION

DiverseWorks presents new visual, performing, and literary art, with a focus on artists who work at the intersections of the disciplines. DiverseWorks values the artistic process and encourages artists to test new ideas in the public arena. By investigating the social, cultural, and artistic issues of our time, DiverseWorks builds, educates, and sustains audiences for contemporary art.

THE ORGANIZATION: HISTORY AND PROGRAMS

Founded by artists in 1982, DiverseWorks is a recognized national leader for its ground-breaking programming; as a resource for the innovative and meaningful engagement of communities; as a commissioner of contemporary works in multiple media; and as a force that has shaped contemporary thought and practice in Houston and the nation.

DiverseWorks serves as a forum for issues and works that have no other public outlet in Houston, and plays a similar role nationally. DiverseWorks provides first-time commissioning opportunities for emerging artists, continued support for innovative mid-career artists, and acts as a launching pad for young artists and arts organizations. DiverseWorks is a local and national source for high quality experiential and progressive works of art that compel viewers to broaden their perceptions of what art is and how art can be a critical tool for addressing social, cultural, and aesthetic concerns. We value collaboration and over the past three years have partnered with other arts organizations and non-profits to commission major site-specific projects by artists such as Tony Feher, Aaron Landsman, Liz Magic Laser, Wu Tsang, and Pepe Mar.

DiverseWorks continues to be an artist-inspired organization with an active Artist Board that provides guidance and serves as DiverseWorks' ambassador to the larger artist community in Houston. DiverseWorks addresses the needs of artists through various opportunities such as The Idea Fund, a re-granting program for artists funded by The Andy Warhol Foundation for the Visual Arts and administered in partnership with Aurora Picture Show and Project Row Houses; DiverseWorks on Wednesdays, a bi-weekly evening public program planned by the Artist Board; and Diverse Discourse, a studio visit and lecture series with visiting curators.

ORGANIZATIONAL STRUCTURE

DiverseWorks is a 501(c)(3) organization. DiverseWorks is sustained by an operating budget of approximately \$750,000. It is governed by a volunteer Board of Directors, has an Artist Board and currently employs 2 full-time staff members (Director of External Affairs and Associate Curator), 1 part-time staff member (Visitor Services Associate), and 1 contractor (bookkeeper). The new Director will have the opportunity to add additional staff.

EXECUTIVE DIRECTOR POSITION

The Executive Director of DiverseWorks is a dynamic and enthusiastic leader of the organization. Working with Board and staff to carry out the organization's mission, s/he is responsible for strategic leadership and the implementation of the organization's artistic mission and vision, as well as general operational, administrative and financial management.

The Executive Director reports to the Board of Directors and works closely with the Associate Curator and/or Director of External Affairs to successfully implement new and existing artistic programs, to ensure appropriate visibility and awareness of the organizations programs and educational activities, and to develop strategic collaborations that achieve ongoing local, national and international recognition. Some travel required.

KEY RESPONSIBILITIES

Strategic Leadership and Board Relations

- Develop a strong Board of Directors and work with the Board to achieve the organization's strategic direction and vision.
- Serve as spokesperson for DiverseWorks and communicate the identity and mission of the organization to internal and external constituencies.
- Maintain open communication with the Board of Directors regarding matters of governance and organizational activities.
- Is an active participant in the Houston artistic community

Development and Fiscal Oversight

- Develop and lead fundraising strategies, including special events. Maintain strong relationships with the current funding community. Attract and diversify major giving to DiverseWorks from individual, government, corporate and foundation sources.
- Develop an annual balanced budget that includes all operations and revenue generating activities, and implements that plan while controlling cash flow and expenditures
- Provide oversight of organizational finances and insure the adequacy and integrity of the financial operations.

Program Oversight

- Work closely with the Associate Curator to develop and implement annual artistic programming in line with the mission and to develop and maintain collaborative relationships with artists and other arts institutions and organizations.
- Work closely with the Director of External Affairs to develop and maintain good relations with venues, strategic partners, other arts organizations, public agencies, the media, and DiverseWorks' audiences.
- Oversee the daily organizational operations and provide general oversight and work direction for the DiverseWorks staff.

REQUIRED EXPERIENCE

- 2 years in senior-level management of a non-profit arts organization in executive director or development director position, including working with and developing a Board of Directors.
- 5+ years curatorial experience at a public, private or university museum or leading contemporary art center or organization.
- Bachelor's degree from an accredited college or university required; advanced degree preferred
- Experienced fundraiser for organizations with annual budgets of at least \$500,000 with proven track record of building and maintaining annual fundraising efforts.
- Established network within the nonprofit funding community, with demonstrable success in cultivating and maintaining relationships with foundations, corporations, government agencies, and individuals.
- Excellent verbal and written communication skills

PERSONAL QUALITIES

The selected candidate will be a self-starter with extraordinary interpersonal skills who can prioritize and complete tasks to deliver desired outcomes in a timely manner. S/he will be an active presence in the Houston arts community, and have an established network of contacts with national and international artists, curators, and arts professionals. S/he will be a hands-on manager and encourage a collaborative working environment. S/he will be optimistic and versatile in a position that requires frequent change and flexibility. S/he will be able to create and lead a vibrant team environment with staff, Board and other stakeholders, including artists, to achieve organizational objectives. S/he should be practical, results-oriented, enjoy frequent interaction with others, and value intellectual growth opportunities and creative self-expression.

COMPENSATION

This is a full-time, salaried, exempt position. Competitive, based upon the qualifications and experience of the candidate, and includes a benefits package.

TO APPLY

Respond in strict confidence by November 21, 2014 to edsearch@diverseworks.org.

Please include a cover letter and CV. No phone calls please.

DiverseWorks is an Equal Opportunity Employer that values workplace diversity. Applicants will receive appropriate consideration without regard to non-merit factors such as race, color, religion, gender, sexual orientation, national origin, marital status, or disability.