



MORE ART
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NEW YORK, NY 10038
WWW.MOREART.ORG

More Art is seeking a part-time **Fellowship Leader** for the **Engaging Artists Program**

ABOUT MORE ART

More Art is a New York City based public art organization. We provide commissioning opportunities, strategic project support, mentorship, educational programs and artistic development resources for artists at all stages of their career. We commission artistic and social engagement collaborations that result in site-specific projects exhibited in public spaces. It is through our dynamic relationship with artists, neighbors, community organizations, public agencies, and advocates that we create unique public art that reflects artistic excellence and social impact. More Art is a 501(c)(3) nonprofit. **To learn more about the organization please visit our website: <http://www.moreart.org>**

THE POSITION

This role will act as the lead educator and coordinator of More Art's Engaging Artists Fellowship program for emerging socially-engaged artists.

This position will require some after hours and weekend work, in addition to regular business hours for an average of 16 hours per week. The weekly time commitment varies month-to-month, averaging out to approximately 16 hours/2 days per week. This is an independent contractor position.

The candidate should have a collaborative nature, excellent organizational skills, self-motivation and the ability to multitask. Familiarity with arts activism, social practice art, and community-based public art is a must. The position requires an open, caring, and hospitable disposition, as well as the ability to set boundaries. The candidate must have basic computer skills and the ability to work across digital platforms. Preference may be given to candidates with previous experience in arts organizing and mentorship of early career artists. The ideal candidate is a practicing artist or arts educator with experience building interdisciplinary partnerships and/or community organizing.

Engaging Artists (EA) is More Art's core program geared towards early career/emerging artists working in public art and social engagement. The program is two-tiered to include an annual

artist-in-residence for 1 artist (which carries a commission of \$8,000+) and a year-long workshop-based professional development Fellowship for 8 artists. Specifically, the Fellowship Leader will guide the latter, developing and leading a robust curriculum tailored for the EA Fellowship cohort, and facilitating a collaborative, productive, and safe environment for the group.

RESPONSIBILITIES

- Lead the creation of a year-long curriculum, bringing in guest speakers and workshop leaders to complement the program with specialized knowledge.
- With support from the Communications and Programs Assistant, collaborate on logistics, scheduling, program design, and communication with the fellows.
- Create and facilitate monthly events as part of the curriculum (critiques, workshops, guest speakers) with approx 7-10 guest facilitators/speakers each year.
- Coordinate and be available for 1-on-1 consultations with each fellow, acting as a mentor/advisor to provide individualized support for fellow projects/trajectories.
- Manage all fellowship guests (draft and send guest speaker invitations, work with Communications and Programs Assistant on scheduling and logistics).
- With support from all staff and in collaboration with the fellows, facilitate the development of a culminating public presentation. In the past this has taken the form of an exhibition, and/or workshops and talks at host spaces such as CUE Art Foundation, Queens Museum, Flux Factory, and HERE Arts Center.
- Support the overall mission of More Art within the context of Engaging Artists.
- Give presentations to potential fellows and the general public.
- Assist in the design of fellowship application and communications materials.
- Field questions about the program and application process.
- Facilitate application review process in collaboration with the other staff.
- Liaise with other staff members, consultants, and outside organizations to build and maintain relationships that fulfill resident requirements and requests.
- Interface with fellows to plan tours, meetings, site visits and events.
- In collaboration with other staff, build and coordinate a system that continues engagement with EA alumni.
- Support marketing and social media needs of Engaging Artists, in collaboration with the Communications & Programs Assistant and interns.
- Keep current, knowledgeable and up-to-date on all events and programs at More Art and the field of socially-engaged art.
- Maintain the ability to speak to the overall mission of More Art to the public.

- Coordinate, set standards for, and supervise program evaluation and file management for grant writing with leadership and grant writing staff.

REQUIREMENTS

- 2-4 years experience in an educator or mentorship capacity for early career artists
- Demonstrated interest in art and social engagement
- Basic computer skills and the ability to work with digital tools, apps, etc.
- Ability to work evenings and occasional weekends during fellowship programs
- Outstanding written and oral communications skills (Spanish language skills a plus)
- Ability to act with excellent judgement and diplomacy and maintain a high level of confidentiality
- Strong organizational skills and attention to detail

QUALIFICATIONS

- Collaborative: ability to collaborate, give, and take feedback.
- Independent: self starter with ability to ask for support when needed
- Adaptable and flexible: ability and willingness to accommodate ongoing modifications to all tasks and projects, including regular interruptions to workflow and changing of plans.
- Receptive: ability to absorb and apply constructive criticism.
- Excellent time-management and people skills.
- Even-tempered disposition: ability to work under pressure in a composed, focused, affable, and courteous manner.
- Enthusiastic, energetic, and positive: set the tone for the program to sustain an appropriate and professional environment, sensitive to the needs of the cohort
- Focused: ability to accept and execute a wide range of tasks.
- Detail-oriented: ability to sustain close attention to an ongoing set of constantly emerging details.

COMPENSATION / HOURS

This role is a part-time independent contractor position and carries starting compensation of \$1700/month (\$20,400/year) (negotiable, commensurate with experience) with opportunity for growth.

The weekly time commitment varies month-to-month, averaging out to approximately 16 hours/2 days per week. This position will require some after hours and weekend work, in addition to regular business hours.

This position is well suited for a professional who is looking for a consistent institution-based position that supports their long-term career goals and independent projects. We also encourage applications from artists who occupy administrative roles in addition to their arts production practice.

The position is partially virtual with occasional in-person work at our co-working office in Chelsea, NYC. Working hours are flexible but must be available during the week for meetings. We are currently working remotely until it is safe to return to in-person work. Fellowship programs take place on evenings and occasional weekends, online and in-person when safe to do so. This position is responsible for attending all relevant events.

At this time, all More Art staff, contractors, fellows, and volunteers are required to be fully vaccinated. When meeting and working in-person, everyone must also be willing to wear a mask. We may be required to submit to Covid tests to enter the office building (we are currently working remotely).

If you are interested in the position, please send the following materials to info@moreart.org, in a single PDF document:

- Resume
- Cover letter demonstrating your interest in the position, your relevant experience, your interest in working with emerging artists in a support, educational, and/or mentorship capacity.
- Link, press release, or PDF sample of 1 previous public program or curriculum.
- Names and contact information for 3 professional references

More Art is an equal opportunity employer and strongly encourages indigenous, people of color, women, LGBTQ+, and disabled candidates to apply.