



ArtPlace Project Facilitator

The ArtPlace Project Facilitator is a contract position that will provide the primary project management and oversight for the completion of the Ninth Street Art Project, according to the outline presented by the Lawrence Arts Center to ArtPlace. The 4 part project is outlined as: Listening, Research, Pathways Toward Co-creation and Reflection & Evaluation. The Project Facilitator will facilitate all listening sessions, community meetings and feedback sessions during the duration of the project, and provide written reports and recommendations to the Ninth Street team. The Project Facilitator will be assisted by the Lawrence Arts Center Administrator and the East Lawrence Administrator to ensure that the process is followed and that all deadlines are met.

Responsibilities

1. Manage, schedule and coordinate input sessions with assistance from the East Lawrence Neighborhood (ELNA) Administrator and the Lawrence Arts Center (LAC) Administrator.
2. Facilitate all listening sessions, community meetings and feedback sessions with the goal of all participants being heard.
3. Serve on selection committee for Jurors, Resident Specialists and Youth Corps.
4. Coordinate timelines and communication between project artists, the East Lawrence Neighborhood Association (ELNA) and the Lawrence Arts Center (LAC), via the ELNA Administrator, LAC Administrator and artists.
5. Provide written reports synthesizing listening sessions, community meetings and feedback to make recommendations to the 9th Street Project Team.
6. Create and manage the project evaluation and produce the ArtPlace final report, with assistance from ELNA Administrator and LAC Administrator.

Compensation

The contract agreement for this position is with the Lawrence Arts Center, administrator of the ArtPlace funds for the 9th Street Project. Compensation will be paid by the Lawrence Arts Center over 21 months, beginning October, 2018 and ending June 2020. Total compensation will be \$50,000 over the course of the 21 month project.

Qualifications

- Public Arts Project Management/Grant management
- Excellent written and verbal communication skills/comfort with public speaking
- Strong team player and collaborator
- Understanding of the concept, uses and risks of Placemaking in the neighborhood context
- Passion for the arts
- Ability to work independently and meet deadlines
- Experience working with a diverse population
- Skilled facilitator