

WISCONSIN VISUAL ARTISTS (WVA)

WVA is a nonprofit organization of professional visual artists and friends united to advance opportunities and services for artists and the general public, and committed to the importance and value of art and its creation in our society. www.wisconsinvisualartists.com

DESCRIPTION FOR PART-TIME EXECUTIVE DIRECTOR

While executive director will be face of WVA the desired outcomes are to perform certain tasks relating to the development, set up, marketing and promotion of WVA's business through social media, the website, exhibits and, but not limited to, membership advancement and growth.

Contractor will oversee:

- the WVA budget and finances in communication with Chapter and State treasurers, but with no check writing authority
- WVA Social Media sites, WVA magazine, and WVA Website,
- the fundraising for the WVA Endowment, and
- the Wisconsin Artist Biennial and coordinate volunteers,

and develop:

- strategies for strengthening state membership, exhibitions and programs,
- strategies for collaborations statewide with media and museums,
- ideas to raise funds for special events/programs,
- organizational marketing strategies, and
- ideas to provide a forum for artists.

Candidate will be able to:

- communicate effectively to members and non-members,
- understand not-for-profit organizations,
- implement practical strategic plans,
- understand arts management challenges and opportunities, and
- be proficient in verbal/written communication skills and standard computer programs.

Personal Qualities of the Candidate:

- be a self-starter with interpersonal skills,
- be optimistic, flexible and versatile,
- be able to develop a team environment,
- be results-oriented, and
- be able to mediate conflicts.

Education and Experience:

- a Bachelor's degree with experience in a not-for-profit arts organization, or
- a quality level of experience in a business related to arts management.

Compensation: \$10,000/year paid as 1099 income. Note: Position is as independent contractor. No benefits are provided and contracted person is responsible for all taxes on earnings.

APPLICATION PROCEDURE FOR WVA EXECUTIVE DIRECTOR PART-TIME WORK

Use <https://wetransfer.com/> (We Transfer) to send the following materials:

- a cover letter file name: lastname-firstname-coverletter
- a resume file name: lastname-firstname-resume
- a 2-3 minute self-introduction video file name: lastname-firstname-video
- in the We Transfer Message field place: WVA ED application for your-first-and-last-name.

to Christine Style, stylec.prints@gmail.com via WE Transfer. 920-246-1322 (cell)

Applications Open May 15, 2018 and will remain open until filled.

Applications will begin to be reviewed after May 31, 2018