



HACKING ARTS 2018 LEADERSHIP ROLE DESCRIPTIONS

Hacking Arts is an amazing opportunity to immerse yourself in the edge of innovation in the creative arts industries. We need volunteers to help make this year's event (taking place in the fall of 2018) an inspiring experience for you and all our attendees.

*Please see role descriptions below and **apply** before midnight (EST), March 9th.*

PROGRAMMING TEAM

- **Programming Co-Chair:** Using a strong curatorial eye and intimate knowledge of the field, you'll work closely with your Co-Chair and the Co-Directors to secure and develop the overall content programming of Hacking Arts 2018. This is a "big picture" position, requiring the ability to track many moving parts and understand how they work together.
- **Creative Expo Manager:** Each year we host an exhibition featuring cutting edge companies, products, and art installations; you will coordinate the recruitment and logistics of this event/space. In previous years, we hosted popular demos from companies such as Microsoft, Oculus, and Adobe.
- **Panel Manager (up to 10):** You are passionate about the industry and excited to network to bring in the most innovative and inspiring panelists within the field. Past panel topics are below (typically connected to the overarching theme of the festival); however, we enthusiastically encourage you to come up with new panel topics that potentially cross disciplines!
 - Design
 - Fashion
 - Film/TV
 - Gaming
 - Music
 - Performing Arts
 - Virtual Reality
 - Visual Arts

- **Special Events Manager:** You will own the recruitment and coordination of live performances and installations throughout the festival. In past years we've seen amazing performances from Grammy-nominated Ryan Leslie, the Media Lab's Opera of the Future Group, and the Brooklyn Ballet. You will also oversee for the development of artist residencies and supplementary programming.
- **Special Events Coordinator:** You're passionate about the arts and are looking for opportunities to make new connections and help Hacking Arts secure world-class talent.
- **Hackathon Manager:** You will be responsible for designing the hackathon, coordinating speakers and judges, and working with the Business Development team to determine prizes and awards.
- **Hackathon team** (Mentor & Judges Coordinator, Hardware Supervisor, Hackathon Coordinator): You will support the Hackathon Chair in managing the mentors, speakers, or judges.

Production Team

- **Production Chair:** You will be the Co-Directors' third wheel, overseeing the production team and turning ideation into action. You have a passion for planning, always see the big picture, and want to secure a cohesive experience for this multi-day festival.
- **Logistics Manager:** You will work closely with the Production Chair and are willing to hustle to secure brand partnerships so all attendees are well fed and well taken care of throughout the weekend.
- **Volunteer Manager:** You are a people person thrilled about meeting everyone interested in the creative arts. You will recruit and coordinate a volunteer team from all across the Boston area during the festival weekend, handle shift schedules, and help keep everyone happy and motivated!
- **Stage Manager:** Ideally you have a theater or performance art background and would be confident in coordinating A/V and lighting for the various, performances, panels, and events.

Business Development Team

- **Business Development Co-Chairs:** In this key position on the team, you'll dedicate your entrepreneurial skills toward building significant partnerships, managing festival finances, and securing the future of Hacking Arts beyond 2018. Past partners and sponsors have

included Google, Autodesk, the Museum of Fine Arts, IDEO, and Vitra. An excellent opportunity to tap into and leverage an ever-growing community of notable collaborators.

- **Sponsorship Manager:** Ready to coordinate with high caliber contacts and global brands, you will connect with innovative companies who represent ideal Hacking Arts partnerships. With the support of the Business Development co-chairs, you'll secure sponsorships for hackathon awards, performances, and overall festival operation.
- **Startup Manager:** Some amazing startups have launched out of Hacking Arts. It will be your job to showcase them. Work alongside the programming managers to curate a list of MIT and Greater Boston Area startups and cultivate a new class of innovative collaborations throughout the festival.

MARKETING TEAM

- **Marketing Chair:** You're an astute communicator, able to distill vision into concise messaging and materials. You will manage your own team, building and implementing a strategy for success across social media, ticket sales, as well as advertising across the MIT campus and partner institutions in the Boston area.
- **Community Engagement Manager:** You are going to be the voice of Hacking Arts. In addition to press engagement, you'll work across teams to develop programming that expands Hacking Arts beyond the three day festival. You'll be responsible for managing all social media accounts, curating content to keep our followers super-excited before, during and after the event.
- **Design & Branding Manager:** You will work across all teams to achieve a unified look and feel for Hacking Arts 2018. Looking beyond this year, you will also work closely with the Co-Directors to set our brand evolution into motion. A background in print and digital design is required. Please submit a portfolio link with your application.
- **Website & Ticketing Manager:** As the Website & Ticketing manager, you'll have the opportunity to innovate on one of the most forward-facing and functional components of our festival: our website. You'll also work closely with senior leadership to devise ticketing price points, distribution, and website integrations for ticket holders! Previous web experience a plus, but not required.
- **Ticketing Coordinator:** If you've ever been curious about the world of venue management, this is a great opportunity to quickly pay your box office/front of house dues and make a contribution on the people-centric side of the Hacking Arts team.