



*A contemporary artist residency, dance and performance center,  
for Martha's Vineyard and beyond*

Post Office Box 405, Chilmark, MA 02535-0405  
508.645.9662 | [info@dancetheyard.org](mailto:info@dancetheyard.org) | [dancetheyard.org](http://dancetheyard.org)

The Yard is seeking a full-time Program Director to join our team.

## **Job Description**

### **Organization Summary –**

The Yard is a nonprofit creation and performance platform for local, national, and international artists, with a focus on contemporary dance. Founded in 1973 by the late choreographer Patricia Nanon, The Yard provides paid space, time, and resources for performing artists to create, perform, and engage with our community.

We share these artists' work publicly through presentations and wide-ranging educational experiences for all ages. In recent years, we developed the Making It curriculum, which consists of ten units designed to connect creative dance and movement to curricular themes in school. Through these programs and more, we provide year-round opportunities for our community to experience the arts.

Located on the island of Martha's Vineyard, The Yard's 2.6 acre campus is in the "up-island" rural town of Chilmark. Our 100-seat black box theater and open-air studio are operable in the summer months. Three residences also sit on the property and serve as artist and staff housing. In the cold-weather months, we offer programs in various offsite locations, ranging from performances at the 700-seat Martha's Vineyard Performing Arts Center to libraries and community centers across the island.

### **Our Mission –**

The Yard supports diverse, contemporary dance-makers and related artists in their creative processes through paid creative residency, public performance, long term education, and artist driven civic engagement. We serve all ages and cultural populations on Martha's Vineyard, and work collaboratively with artists, producers, and other cultural organizers within regional, national, and international contexts.

For more information about The Yard, visit [dancetheyard.org](http://dancetheyard.org).

### **Program Director Job Description –**

**Reports To:** Executive Director

**Employee Class:** Full Time Exempt

**Work Location:** 1 The Yard, Chilmark, MA 02535 on Martha's Vineyard with flexibility to work remotely

The Yard has established a new leadership position for overseeing artistic programs in three primary areas: creation and research residencies, public performances, and community education and engagement.

Reporting to the Executive Director, the Program Director will shape and implement strategies for program and organizational advancement, design and manage artistic programs, develop and steward partnerships locally and nationally, track and evaluate program outcomes to shape future goals, and collaborate cross-departmentally with The Yard's creative and dedicated team.

**The Program Director will have a leadership role in:**

- Strategic planning and implementation of dance and movement programs on Martha's Vineyard
- Managing the operations of year-round artistic programming with the majority of activity occurring over the course of a vibrant summer season
- Championing The Yard as a citizen organization of Martha's Vineyard with a strong commitment to civic engagement, cultural equity, and collaboration
- Enhancing relationships with existing partners and creating new partnerships locally and nationally
- Advancing The Yard's efforts to become a more equitable, accessible, inclusive, and diverse organization

**Principal Duties and Responsibilities:**

- Work closely with the Executive Director, Production Manager, and others to design and implement artist residencies and performances
- Design and implement year-round educational programs with local and national partners, namely Martha's Vineyard schools
- Cultivate layered opportunities for individuals of all ages, abilities, and backgrounds to access Yard programs and foster a deeply inclusive environment
- Support the artist selection process for all programs and piloting of new, innovative curatorial methods
- Recruit and oversee all teachers in The Yard's education program
- Develop and manage aspects of The Yard's programming budget
- Negotiate, execute, and manage contracts with artists and other contractors
- Manage program logistics and artist services (travel, lodging, campus hospitality, etc.)
- Develop and implement outreach and evaluation strategies to ensure programming responds to the evolving goals and needs of Yard constituents
- Strengthen and grow partnerships locally and nationally and support resource development for programs
- Participate in writing funding proposals and reports in collaboration with Development staff and actively support fundraising and marketing efforts
- Serve as the point person for programming and a public face for the organization
- Represent The Yard at conferences and other community events, growing and fortifying The Yard's network on the island and beyond

**Other Duties and Responsibilities:**

The Yard has a small, dynamic staff and relies on cross-departmental collaboration. All positions are expected to routinely contribute in areas outside of their primary focus to ensure successful programs and operations. Examples include but are not limited to answering the office phone, assisting with campus projects, providing support to artists-in-residence, and helping set up for and strike performances and events.

**Skills & Experience:**

- A bachelor's degree or equivalent professional experience
- 5+ years experience working in the field of dance or a related industry
- Knowledge of and passion for dance, performing arts, and arts education
- Evidence of connection with The Yard's mission, values, and program strategies

- Cultural competency to work with individuals from diverse backgrounds and life experiences
- Ability to work both autonomously and collaboratively within a small organization
- Strong interpersonal communication skills
- Comfortable developing presentations and presenting to groups
- Highly organized and adept at managing multiple programs simultaneously
- Experience living and working in a rural/isolated community is not required but advantageous

**Salary, Benefits & Physical Requirements:**

- Salary range: \$60,000-\$80,000
- The Yard offers a health benefit package, housing stipend, and cell phone reimbursement
- Paid time off and flexible schedule with requirement to work some weekends and evenings
- Professional development and travel opportunities
- Live, or spend most of the year, on Martha's Vineyard with flexibility to work remotely

**Apply Today**

To apply, email cover letter, resume, and two references to [chloejones@dancetheyard.org](mailto:chloejones@dancetheyard.org) with subject line "Program Director."

*The Yard is working toward becoming a more anti-racist and equitable organization, which includes developing a work environment that is reflective of the community we serve. Applicants from all populations and underrepresented groups are encouraged to apply. Strong candidates will work in alignment with The Yard's mission, values, and commitment to anti-racism.*