Media, Arts, & Culture Director
Job Description

RYSE creates safe spaces grounded in social justice that builds youth power for young people to love, learn, educate, heal and transform lives and communities.

About RYSE:
RYSE is a safe and welcoming center for diverse West Contra Costa youth (ages 13 to 21) that seeks to build youth power and leadership towards the larger vision of personal and community health and transformation. Grounded in social justice values and principles, RYSE provides comprehensive and holistic programming and promotes multi-racial, cross-cultural relationships. RYSE opened its doors in October 2008, and features programming and services across areas of community health; education and career; juvenile justice; media, arts & culture; and youth leadership and organizing.

In 2019 RYSE launched RYSE Commons, a youth-designed expansion project to deepen our presence as a cultural, health, and resource hub for West Contra Costa County. Construction and renovation is ongoing through 2023. RYSE Commons reflects the dreams, vision and support of young people, their families, and the larger community. To learn more please visit rysecenter.org/rootedandrysing.

RYSE’s Media, Arts, & Culture Overview:
In service to RYSE’s Theory of Liberation, the Media, Arts, + Culture (MAC) Department promotes personal healing, social justice, and community transformation by facilitating young people’s innovative creation of personal, political, and expressive media and art to shift the narrative about our youth.

RYSE is seeking a collaborative, detail-oriented, and creative individual for the position of Media, Arts, & Culture (MAC) Director. Since opening our doors, the Media, Arts, & Culture Department has seen significant growth in many areas from the scale and scope of onsite direct-service programming to significant involvement in statewide and national creative youth development collaboratives and cohorts. The MAC Director is responsible for managing all aspects of youth programming across the areas of video, music, performing arts, and visual arts. They oversee RYSE’s Media, Arts, and Culture programming, which includes onsite and off-site programming, events, and activities; professional development; key local and national partnerships; and field building in creative youth development, emerging community arts practice, and youth leadership. This position supports the MAC team and works in partnership with each staff to ensure leadership pathways for RYSE members and alignment of programming and practices with RYSE’s mission and the Theory of Liberation. As a department director, the MAC Director will also oversee strategic initiatives, build integrated infrastructure, support the creation of policies and protocols, manage community partnerships, maintain funder-relations, oversee
evaluation efforts, manage department trainings and culture-setting, and undertake field-building efforts.

The ideal candidate is highly motivated, a strong communicator, organized but flexible, a collaborative team leader, a dependable supervisor, able to hold themselves and others accountable, and willing to try and learn new things. Previous experience as a supervisor and/or manager of a creative team of artists is required. A background in some specific form of art or media production is strongly desired. This is a perfect position for someone interested in working in an innovative and dynamic youth organization.

The Media, Arts, & Culture Director duties and responsibilities include, but are not limited, to the following:

- Lead efforts to develop and maintain programmatic vision for the MAC Department, and clearly communicate RYSE organizational priorities and department vision to MAC team.
- Manage implementation of all business and impact plan activities and coordinate with other Department Directors on program integration.
- Manage the implementation of evaluations for MAC programs, projects, partnerships, and staff. Design, analyze and utilize documentation and evaluation materials to reflect on overall program design, progress towards department goals, and alignment with funding proposals.
- Develop and maintain local, regional, and national community partnerships; represent RYSE through coalitions and networks; and hold local community partnerships that relate to existing programs and projects.
- Conduct field-building efforts, attend conferences, conduct presentations, contribute to reports, share RYSE’s model, and undertake other efforts to keep RYSE relevant in local, regional, and national dialogues around arts education and creative youth development.
- Develop, cultivate, and maintain funder relationships. Write grant narratives & complete reports.
- Create and provide oversight of the department budget.
- Oversee the hiring and development of MAC staff and overall department structure.
- Develop and maintain all department policies and procedures.
- Provide daily management and direct supervision of the MAC Manager and Community Arts Partnerships Manager. Support with supervision of MAC Assistants, Studio Technician, department interns, independent contractors, and workshop instructors.
- Lead professional development trainings to ensure individual and collective professional development needs for the MAC team and broader RYSE staff are met. Identify needs based on programmatic work and supervision.
- Lead implementation and oversight of the Advanced Media Producers Internship program.
- Create set structures and guidelines for the release of all projects (i.e. albums, music videos, anthologies, etc) and overall program design (i.e. Advanced Media Producers Internship Program). Ensure that projects align with the vision for MAC programming as grounded in RYSE’s impact plan.
• Oversee and manage timelines, benchmarks, and deadlines for all arts projects emerging from the organization, youth staff, and general members including music videos, fashion shows, open mics, murals, poetry events, etc.
• Manage the MAC team's leadership pathways by creating appropriate programs, trainings, workshops, and projects at each point of RYSE's leadership pathway.
• Ensure that all curricula are age-appropriate, culturally-relevant, justice-oriented, trauma-informed, and integrated with other RYSE programs.

Qualifications Sought:
• A Bachelor's Degree or equivalent professional experience in arts education, media/arts/ community arts administration, liberal arts, or related field.
• A minimum of five years experience in a leadership, administrative, or managerial capacity in an organization that provides direct services to youth.
• At least two years experience developing educational programs in a non-profit, youth services, family support or K-12 educational setting.
• Proven experience managing a team of artists.
• Proven ability to coordinate projects with lots of personalities and moving parts.
• Relationship management skills and experience in fostering a team approach to youth development and creating collaboration among various programs and departments.
• A solid background in some aspect of media production with a willingness to explore new areas of the media landscape.
• A strong belief of art and media as tools for both personal growth and community transformation.
• A working knowledge of youth ages thirteen to twenty one years of age, including developmental stages and age-appropriate needs and behaviors.
• Ability to articulate a vision about preparing youth for the future—from social, economic, cultural, and personal perspectives.
• Skills and energy to build a team and lead effective staff development and trainings.
• Experience working in a fast-paced multicultural youth environment.
• Highly positive and enthusiastic leadership style capable of motivating others.
• Commitment to social, racial, and economic justice.
• Detail-oriented, with strong ability to follow-through on commitments.
• Problem-solving skills and the ability to work both independently and as part of a team.
• Strong written and oral communication, organizational, and time management skills.
• Ability to act with integrity, professionalism, and confidentiality.
• Must be fully vaccinated, booster included (when applicable).

This position is supervised by the Executive Director.

Compensation:
This is a full-time position at 40 hours per week and an annual salary of $90,000-95,000 (DOE), payable bi-weekly. The position is exempt, does not qualify for overtime pay, and requires work
onsite at RYSE. We offer a comprehensive benefits package, which includes:

- RYSE covers 100% medical (including acupuncture and chiropractic) for employees and dependents;
- RYSE covers 100% dental and vision insurance for employees and dependents;
- Generous vacation, sick leave and holidays, including a minimum of 5 weeks off in year 1;
- A matching retirement account program;
- FSA/HSA option;
- Substantial professional development opportunities, and more!

How to Apply:
We will be reviewing applications on an ongoing basis and would like to have this position start June 2023. Please send a cover letter, resume, and three references to mediaarts@rysecenter.org, with the subject: RYSE Media, Arts, & Culture Director. Please do not embed your resume and cover letter in the email, it will not be reviewed.

For more information, please visit www.rysecenter.org

RYSE provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, ancestry, national origin, age, marital status, military or veteran status, sexual orientation, religion (including dress and grooming), sex (including pregnancy, childbirth, breastfeeding and/or related medical conditions), disability (including physical, mental, and/or HIV/AIDS status), gender (including identity and expression), genetics, or request for FMLA (if applicable). RYSE complies with applicable state, federal, and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

RYSE strongly encourages people of color, women, and LGBTQ applicants to apply. We will consider employment- qualified applicants with arrest and conviction records.