



Jamestown Arts Center

We're Hiring!

Director of Learning & Community Engagement

About the Jamestown Arts Center

The Jamestown Arts Center engages, enriches and inspires our community through extraordinary arts and educational experiences. We strive to be a leading arts and cultural hub where creativity, ideas, and innovation flourish.

Founded in 2009 and opened in 2011, the JAC is a multi-disciplinary arts organization that hosts art exhibits, theatre productions, live music and dance performances, film screenings, and talks. The JAC offers innovative art education experiences for people of all ages, with a vibrant year-round schedule of classes, workshops, camps, and community art-making programs for children, teens, adults, and families.

About the Position

The Director of Learning & Community Engagement directs all aspects of the arts education and community programs that are essential to fulfilling the Jamestown Arts Center's mission: to engage, enrich, and inspire our community through extraordinary arts experiences.

The position ensures that educational and community programs serve the JAC community with an extraordinary level of artistic excellence and creativity, while meeting goals for access and inclusivity. Reporting to the Executive Director, and working collaboratively on a small team, this position plans, develops, directs, and evaluates a vibrant suite of year-round arts programming for adults, youth, children, and families.

The Director of Learning & Community Engagement conceives, plans, implements, and oversees arts classes, workshops, and camps, as well as community artmaking programs/events. The role develops partnerships with community organizations and schools, for both program development and engagement of communities that face barriers to participating in arts experiences.

This role performs all elements of program administration, manages the JAC art studios, develops and manages expense budgets, hires and manages teaching artists, builds relationships with community partners, and supports marketing and fundraising initiatives.

About You

You are passionate about the arts and skilled in developing innovative and inspiring arts programming for diverse constituencies. You communicate well, excel at building relationships, and are committed to building programs that are welcoming and accessible to all.

You have a strategic vision and professional experience in program planning, budgeting, and managing human resources—while being equally comfortable with the hands-on administrative tasks of scheduling, registration, and art studio management that are integral to the role. You are highly organized and adept with technology tools, and you thrive in a collaborative, fun, small-team environment.

Employment Details/How To Apply

The position is full-time (37.5 hours/week), exempt (hourly) \$22-\$24/hour, and occasionally requires variable work hours, including nights and weekends, as well as occasional local travel.

To apply, email a resume, cover letter, and how you heard about the position to applications@jamestownartcenter.org with the position title in the Subject line. All applications are confidential. For a full position description visit: www.jamestownartcenter.org/employment

The Jamestown Arts Center is an Equal Opportunity Employer and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.