

Fairbanks Summer Arts Festival Executive Director Job Posting

Job Title: Executive Director	Position Type: Exempt (part-time) Salary \$50,000/yr
Date Posted: April 7, 2017	Closing Date: Open until filled*

***First review closes on May 1, 2017. Applications received by 5:00 p.m. Alaska time will be considered during the first review cycle. Position will remain open until filled.**

Help others awaken their inner artist!

The Fairbanks Summer Arts Festival is seeking an Executive Director (ED) to lead operations and provide artistic direction for a non-profit organization that provides study and performance opportunities for approximately one thousand registrants under the guidance of over one hundred guest artists. The ED is responsible for overseeing a large and diverse team of employees, contractors and volunteers and is accountable for:

- operations
- finance
- fundraising and grants
- human resources and volunteer management
- marketing and communications

The ED will ensure details and deadlines are met and will be able to communicate effectively with a wide array of individuals and organizations.

- A broad knowledge of and appreciation for various art disciplines is necessary.
- The executive director is the face of the festival and must have outstanding written and verbal communication skills.
- The ED must be a careful steward of finances, an astute fund-raiser and an effective grant manager.

A minimum four-year college degree is required. Advanced degree preferred. Three years prior experience in organizational supervision is required, more preferred. Additional requirements outlined in the full job description.

This is an excellent opportunity to grow your skills in organizational leadership while making an immediate impact and contribution to the Fairbanks Summer Arts Festival and to the community at large. If you are a self-starter with a passion for the arts, you are strongly encouraged to apply.

A complete job description can be found at www.fsaf.org. For more information call 907-474-8869. To apply, email your résumé and cover letter to FSAF at dori@fsaf.org or mail to FSAF c/o Dori, PO Box 82510, Fairbanks, AK 99708.