



PERFORMANCE SPACE 122

EXECUTIVE/ARTISTIC DIRECTOR (EAD)

JOB DESCRIPTION

The Board of Directors of Performance Space 122 (PS122) seeks an inspiring, creative, and entrepreneurial leader with proven curatorial and fundraising abilities, excellent managerial skills, a truly global outlook on contemporary culture, and a passion for our community in the Lower East Side of Manhattan to serve as the new Executive/Artistic Director (EAD).

In the spirit of encouraging an attitude of inquiry and openness necessary in a generative society, PS122 invites audiences to engage in live experiences that can have profound and unpredictable effects. We produce these experiences by providing contemporary artists who represent diverse genres, cultures, and perspectives with the resources and platforms to develop and present new works.

Beginning in 2011, PS122 embarked on one of the most significant and potentially radical shifts in our 35-year history, including a restructuring of artist support, a business model overhaul, and the renovation of our theaters in the shared 122 Community Center. As we return to our spaces at 150 First Avenue, this is a very exciting time for PS122 and for our community of artists and audience members.

POSITION OVERVIEW

Reporting to PS122's Board and working closely with Staff, Board, and partners, the EAD will serve as the driver of PS122's mission, will be its primary advocate locally, nationally, and internationally, and will oversee every aspect of PS122's activities. The primary goals for EAD are:

- Develop programming that impacts audiences in profound and unpredictable ways in order to foster a spirit of inquiry and openness in our community.
- Grow the annual operating budget to support the increased potential of our new spaces, programmatic vision, and audience engagement ambitions.
- Oversee and manage a team of highly-qualified and passionate full- and part-time staff in addition to seasonal workers, consultants, vendors, interns, and volunteers.

KEY RESPONSIBILITIES

This position will have oversight over all areas of focus and responsibility for the organization including programming, resource development, and resource management. Specifically the position will be focused on:

Strategic Planning & Business Development

The EAD will work in close partnership with PS122's Board and staff to develop short- and long-term strategies for advancing PS122's mission and vision as well as sustaining and evolving its business.

Programming

The EAD will develop a clear artistic vision for PS122 and lead curatorial and programmatic efforts to realize that vision, including but not limited to planning, artist/content selection, oversight of producing efforts, and post-activity evaluation. Responsibilities include, but are not limited to:

- Oversee the selection, planning, and implementation of all commissions, presentations, community and stakeholder engagement activities, and special events for PS122's two stages or other sites in New York City.
- Oversee our integrated system of support for artists and ensure it is effective at creating positive impacts for our artists.
- Oversee all aspects of PS122's audience engagement efforts including pre-event and on-site contextual materials or activities.
- Develop and oversee partnerships with aligned institutions in and outside of New York for collaborations, co-commissions, co-presentations, and touring.
- Evolve and develop PS122's role as a key platform for contemporary performance nationally, internationally, and online.

Resource Development

The EAD will lead PS122's business and resource development efforts and provide a unified and cohesive direction for the organization's sustainable growth. Responsibilities include, but are not limited to:

- Work with Board leadership to develop and grow PS122's Board.
- Oversee PS122's brand, communications, and engagement efforts to increase awareness of PS122 and catalyze support for the organization locally, nationally, and internationally.
- Grow the annual budget via sustainable cash, in-kind fundraising, and partnerships with institutional, corporate, government, and individual supporters.
- Oversee PS122's continued development as a local cultural anchor in the Lower East Side and immediately surrounding neighborhoods.
- Evolve PS122's business model and practices to align with shifting needs and opportunities.

Resource Management

The EAD will oversee PS122's asset and resource management strategies, planning, and evaluation, including, but not limited to:

- Human resources: management, professional development, compliance, and benefits.
- Financial resources: accounting, budgeting, cash flow, contracts, compliance, and reporting.
- Facilities, equipment, and materials.
- Database, files, and archive.
- 122 Community Center (122CC) landlord and co-tenant relations.

CANDIDATE PROFILE AND REQUIREMENTS

Given the position's significant responsibilities, PS122's Executive/Artistic Director should possess the following skills, experience, and personal characteristics.

Skills and Experience

- Demonstrated knowledge of contemporary performance work in the fields represented by PS122 and an interest in emerging, mid-career, and established artists working today.
- Proven fundraising ability and success at securing financial support for key initiatives.
- Experience securing significant major gifts in a not-for-profit environment preferred.
- Experience developing new or alternative business strategies and structures also preferred.
- Experience managing programmatic and operational plans to meet budgets and capacity.
- Bachelor's degree in related fields (Arts Management, Finance, Marketing, Business Admin and Operations) required; advanced degree highly preferred.
- Minimum of five (5) years of combined work experience in a senior or leadership position, preferably in the arts and/or nonprofit organizations. In particular, the successful candidate will have demonstrated success in implementing a compelling vision and strategic direction by managing multi-disciplinary teams and resources.

Personal Characteristics

- Creative thinking and problem solving; entrepreneurial spirit; strong determination, with a clear focus on strategic goals and ability to respond quickly to opportunities and issues.
- Excellence in spoken, written, and public communication, with great sense of diplomacy and ability to work successfully with highly diverse sets of players and constituents.
- An inquisitive mindset, always trying to discover, experience, and learn new things.
- A decisive yet highly collaborative leader with the relentless propensity to discover and engage in new art forms as well as creative and business practices.
- A passionate dedication to free expression, diversity, and independent thought.
- A generous desire to support staff, artists, and audiences as they push their boundaries.

Compensation, Timeline, and Application Instructions

Performance Space 122 is committed to creating a diverse and inclusive environment and is proud to be an equal opportunity employer. Applicants from populations underrepresented in the theater/dance/performance fields are strongly encouraged to apply. All qualified applications will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, familial status, sexual orientation, national origin, age, or veteran status. Compensation will be commensurate with experience. The Executive/Artistic Director position is slated to commence in the autumn of 2016.

To apply for the position of PS122 Executive/Artistic Director please submit your resume, cover letter, as well as three professional references to EDsearch@ps122.org, with "Executive/Artistic Director" in the subject. **Application review will commence on June 30. Deadline to apply is July 21.**