



## **Job Opportunity**

### **Director of Community Engagement**

**Position Title:** Director of Community Engagement

**Department:** Advancement, Programs

**Reports To:** Senior Director of Advancement

**Position Classification:** Full time Exempt

**Work Site Location:** Socrates Sculpture Park

**Salary Range:** \$78,000 – \$82,000 per year

Socrates Sculpture Park, a community-engaged waterfront New York City park dedicated to supporting artists in the production and presentation of public art, is currently seeking a Director of Community Engagement to join a small, dedicated staff to spearhead its community engagement efforts.

The Director of Community Engagement is a full-time, supervisory position focused on the planning and execution of public-facing initiatives and events. The position reports directly to the Senior Director of Advancement and works closely with the Executive Director.

#### **Primary Responsibilities include:**

##### **Strategic Vision**

- Design and implement a comprehensive community engagement strategy that fosters meaningful connections and amplifies our reach.
- Integrate the strategy into all public-facing programs and events, ensuring consistent messaging and impact.

##### **Event Orchestration**

- Lead the execution of a captivating calendar of public events in 2024, collaborating with diverse stakeholders to create memorable experiences.
- Oversee all operational aspects of events, including logistics, budgeting, and vendor management.
- Work with consultants to secure qualified support staff for event execution.

##### **Communications Leadership**

- Supervise and direct the Communications Manager, ensuring clear and consistent messaging across all public channels – print materials, website, and social media.
- Collaborate with the Communications team to develop engaging content that resonates with various audiences.

##### **Relationship Building**

- Cultivate and strengthen relationships with key community stakeholders, including donors, visitors, alumni, and other groups.
- Foster dialogue and collaboration to gain valuable insights and build lasting partnerships.

##### **Fundraising Support**

- Partner with the Advancement team to integrate fundraising opportunities into public events and maximize revenue generation.
- Assist with press outreach and other communication efforts to raise awareness for the organization and its fundraising initiatives.

## Qualifications

- 2 – 3 years of event planning, community organizing, and/or arts management experience; past work at a visual arts non-profit organization or art museum is a plus
- A passion for contemporary art and public engagement
- Ability to commute/work in the Long Island City-based office (This role allows for hybrid work but not full remote work.)
- Strong event planning and management skills, with experience in budgeting, logistics, and vendor coordination.
- Strong communication skills
- Proven track record of building and managing collaborative relationships with diverse stakeholders.
- Demonstrated leadership and interpersonal skills, fostering a positive and productive team environment.
- Familiarity with Adobe Creative Suite, CRM database management (Salesforce, Raiser’s Edge, etc), WordPress (or similar CMS), social platforms (Facebook, Instagram), and mass email marketing platforms (Mailchimp, etc.)

## Compensation

This is a full-time exempt position with a salary range of \$78,000 – \$82,000 (commensurate with experience). Socrates offers a competitive benefits package that includes a 401K match and full health care coverage.

## To Apply

Interested and qualified candidates should submit a resume (as PDF attachment) and thoughtful cover letter in the body of an email with “Director of Community Engagement” in the subject line to: Sarah Frazier, Senior Director of Advancement at [jobs@socratessculpturepark.org](mailto:jobs@socratessculpturepark.org).

No phone calls please. Positions will remain open until filled.

*Socrates Sculpture Park is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law.*

*The Park is committed to building a culturally diverse community and strongly encourages applications from candidates from communities otherwise underrepresented in the arts.*