

## Art Director

The Boys & Girls Club of Manchester seeks an Art Director to share their love of art and creativity with our members.

This position is responsible for planning and implementing a comprehensive art program based out of our Union St. Clubhouse's art room. The program should encompass age-appropriate arts and crafts type activities and more advanced Fine Arts Programming.

### Responsibilities:

- Direct and assess the organization's Arts Program needs and develop a comprehensive program in cooperation with the club's other direct program staff.
- Promote and market programs to members via posting daily schedules, announcements of upcoming events, etc.
- Implementing the BGCA National Fine Arts Exhibit.
- Develop and foster a positive climate for youth to ensure that all members actively participate in various programs/activities.
- Manage the program's budget with guidance from the Director of Finance.
- Serve as a positive role model to the members to inspire them to realize their full potential.

### Requirements:

- Associate degree or higher in Fine Arts, teaching, or related discipline
- 1-3 years of experience working with youth in the Fine Arts field.
- Knowledge of instructional curriculum design and related materials with the ability to plan, implement and supervise quality Fine Arts programs.
- Valid driver's license and clean driving record
- Proficient with MS Office suite including Word, Excel, PowerPoint, and Outlook.
- Strong communication and interpersonal skills in a customer-friendly approach.
- The ability to pass a background check is required.
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