

Enriching Lives



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Job Opportunity: Civic Art Project Manager

Los Angeles County Arts Commission seeks a full time Project Manager for its Civic Art program, which works with leading and emerging public artists, County departments and communities to create permanent artwork, creative placemaking projects, public engagement activities, temporary art and event-based programming for new and renovated facilities throughout Los Angeles County.

LA County is the largest municipal jurisdiction in the United States serving a population of over 10 million people. The Civic Art program has 50 projects underway and has produced work for more than 82 County capital projects, including public libraries, parks, pool houses, community centers, sheriff stations, prisons and health centers. It recently published *The Next Starts Now*, a print and online catalog highlighting 49 juried LA County artists working in permanent and temporary art, social practice and architectural integration. Commissioned artists include Lawrence Argent, Stephen Glassman, Elena Manfredini, Dominique Moody, Alison Saar and Rosten Woo. The program also serves interdepartmental workgroups to incorporate art and artists into County planning initiatives for community and environmental sustainability. Other initiatives underway include the NEA Our Town and California Arts Council grants funded creative placemaking project *Antelope Valley Outpost* in partnership with Otis College of Design, the *Some Place Chronicles: Histories and Visions of the Unincorporated Areas in the Second District of LA County* in partnership with the California Institute of the Arts, the LA County *Creative Graffiti Abatement Prototype Program* and the *Making it Public: Artist Training Program*.

Responsibilities

Reporting to the Director of Civic Art and working as a member of a team, the Project Manager plays a pivotal role in the planning, development and implementation of civic art projects and grant funded projects from inception through completion, and provides day to day oversight of subordinate staff.

Examples of Duties:

Conceptualizes, implements, and expedites all aspects of civic art projects, from inception to completion, according to approved policy and procedures.

Evaluates new projects to identify opportunities and constraints and to determine most appropriate scope of work, selecting from permanent and temporary art options, as well as creative placemaking and developing new approaches.

Serves in an advisory capacity for civic art project committees and artists. Provides leadership to committees, colleagues and artists in areas including public engagement, aesthetics, siting, durability, context, content, architectural integration and scoping.

Uses advanced problem solving skills to manage teams, projects, and group processes to ensure project completion within budget and in compliance with contracting guidelines.

Evaluates the effectiveness of project scoping, programs or services and makes procedural or system recommendations to ensure successful implementation and adherence to policies.

Represents the Arts Commission at public events and meetings and make public presentations at program related events, symposiums, and workshops. Coordinates with Arts Commission communications staff on public outreach, including content, events, social media, and photography and other media.

Required Experience/Skills

The successful candidate will have the following experience and skills:

- Any combination of project management for permanent public art and design team work.
- Innovative and curatorial perspective, as demonstrated in the type of work commissioned and completed.
- Knowledge of public art, creative placemaking and contemporary visual art, including trends and best practices.
- Ability to build relationships with diverse constituencies.
- Skills developing consensus around complex issues and situations.
- Proven organizational skills.
- Outstanding oral and written communication.
- Ability to manage a multi-faceted workload, budgets, timelines and schedules.
- Skills in supervising and motivating professional staff.
- Advanced knowledge of MS Word, PowerPoint, and Excel and the ability to utilize computer-based research tools.

The successful candidate will have a minimum of three years experience with permanent public art project management, or a relative equivalent combination of project/production/construction management in the public and/or private sector and a Bachelor's Degree in art, public art, art history, architecture, landscape architecture, arts administration, urban planning, urban design, engineering, or a related field. A relevant advanced degree is desirable.

Compensation: This is a full-time employee position: \$61,668-\$80,880 annually with full benefits, including matching deferred savings plans and retirement. Placement within the range will be commensurate with candidate's qualifications and current salary.

To Apply: Please submit a cover letter starting why the position is of interest, résumé, and a list of three professional references and salary history to civcart@arts.lacounty.gov

Applications will be reviewed on a rolling basis. Position will remain open until the staffing need is met and may close without advance notice.

The Los Angeles County Arts Commission fosters excellence, diversity, vitality, understanding and accessibility of the arts in Los Angeles County. The Arts Commission provides leadership in cultural services for the County, encompassing 88 municipalities, and provides leadership in cultural services. In addition to its role implementing the County's Civic Art program, the Arts Commission funds 380 nonprofit arts organizations through a \$4.5 million grant program, implements *Arts for All*, the regional initiative dedicated to restoring arts education to 81 school districts, programs and operates the Ford Theatres and funds the largest arts internship in the country. The Arts Commission also produces free community programs, including the LA County Holiday Celebration for public television. www.lacountyarts.org.