



SACRAMENTO METROPOLITAN

ARTS
COMMISSION

City of
SACRAMENTO

The City of Sacramento is hiring a Cultural Services and Creative Economy Manager

The City of Sacramento is conducting a national search for a dynamic Cultural Services and Creative Economy Manager. The Manager will direct the development and implementation of a broad range of policies, programs, and services to support, preserve, and strengthen the greater Sacramento Region's diverse artistic and cultural community. Working closely with the Sacramento Metropolitan Arts Commission, whose members are jointly appointed by the City and the County, the Manager will interact with and advocate for a broad range of artists, arts organizations, educators, business leaders, community leaders, and City and County officials.

The position provides an extraordinary opportunity for a dynamic and experienced arts professional and organizational manager to provide strong leadership and creativity in a city that has become a hub for artists and creative economy.

The Community

Sacramento is the capital city of the state of California and the seat of government of Sacramento County. One of the most historic cities in California, Sacramento sits at the confluence of the Sacramento and American Rivers in the northern portion of California's expansive Central Valley, well-situated between the Pacific Ocean and the Sierra-Nevada Mountains. Perfect for outdoor activities year-round, Sacramento boasts an impressive array of landmarks, parks, amenities, and other must-see points of interest, and is a quick drive to San Francisco, Lake Tahoe, Napa Valley, and Yosemite National Park.

The greater Sacramento area is one of the most diverse and ethnically integrated urban metro areas in the nation, with major representation from Hispanic and Latin, Asian, African-American, and Caucasian residents speaking over 100 languages and dialects. The city and county are home to a large LGBTQ community. The city is among the 40 largest cities and 30 largest metro areas in the United States. Sacramento is home to the Sacramento Kings basketball franchise, Sacramento Republic FC soccer club, and the Golden 1 Center, a state-of-the-art sports and entertainment venue. The Golden 1 Center sits proudly in the heart of downtown Sacramento, less than a mile from California's thriving business district. Sacramento is home to people from all walks of life building a community around their favorite things: music, sports, entertainment, culture, food, and night life. An homage to the city's legacy and an affirmation of its bright future, Sacramento embodies everything that makes a city great; from sustainability to connectivity, it's a celebration of what California does best.



Sacramento is quickly becoming a cultural destination with an arts scene that rivals other cities and boasts exceptional cultural, artistic, and leisure opportunities that contribute to a vibrant metropolitan region. The city's renewed commitment to cultural and artistic growth resulted in the Creative Edge cultural plan, Sacramento's arts and culture blueprint. From the highly successful Sacramento Mural Festival, the Verge Arts Center, and the R Street Artist Lofts, Sacramento is becoming an exciting hub of innovation and creativity. Downtown Sacramento is also home a vibrant and innovative professional and community theater scene.

Sacramento's commitment to economic growth can be seen in major development projects such as the Golden 1 Center completed in 2016, the ongoing Railyard redevelopment, a recently announce extensive re-envisioning of the historic city's riverfront, and a joint venture with Verizon to launch the nation's first commercial 5G wireless service. Supporting and preserving cultural services and the creative economy is an important economic development goal as Sacramento strives to be a place where artists can live, work, and thrive along with the city.

The Position

The Cultural Services and Creative Economy Manager is an at-will management-level position working within the Convention & Cultural Services Department. The Manager will oversee the City's Metropolitan Arts Division, which currently manages programs for public art, art grants administration, and art education and outreach. The Metropolitan Arts Division is responsible for administering City and County arts programs such as the Cultural Equity Grant program, Cultural Arts Awards, Arts & Facilities Grants, and the City/County Public Art Program. The Division is responsible for implementing and managing Sacramento's Creative Edge cultural plan and providing staff support to the Sacramento Metropolitan Arts Commission.

The position is expected to oversee a new Sacramento Film Office and will be integral in developing and supporting comprehensive film and media production programs. The position will also provide leadership for new initiatives such as the Mayor's Innovation + Creative Economy Task Force, identifying and supporting cultural districts within the region, establishing a technical assistance program to help artists and arts organizations build capacity and strengthen their business, and increasing the City and County's internal infrastructure to support the arts.

In addition to a new film and media production office, the Metropolitan Arts Division is expected to grow and evolve over the next several years. The Cultural Services and Creative Economy Manager may be expected to facilitate and manage staff increases, substantial grant and other funding increases, and additional programming. The Manager will be expected to lead the Division through significant changes while maintaining a high level of program service.

The position will supervise a staff of seven or more full-time employees as well as several contractors involved in maintaining public art and curating gallery spaces.



Ideal Experience & Qualifications

The successful candidate will be a dynamic organizational leader with outstanding interpersonal and communication skills, an innovative and creative thinker, and have a strong track record in advancing policies and programs that support arts and culture.

Minimum educational qualification is a bachelor's degree from an accredited college or university in arts administration, public administration, or a related field. A master's degree is desirable.

The candidate will have six years of progressively responsible work experience in arts administration and program development, including a minimum of two years of public or governmental administrative experience and three years in a supervisory role.

In addition, the candidate should have:

- Knowledge of principles & practices of public art, art program administration, and cultural grant programs.
- Knowledge of current trends & themes in cultural arts, public art, grants, and creative placemaking.
- An understanding of the needs of artists & art organizations and their role in the creative economy.
- Knowledge of public art best practices, innovative public art projects, and their relationship to urban design and community development.
- Knowledge of principles & methods to promote diversity in public art, grant distribution, and art education.
- Strong appreciation for and commitment to diversity, equity, and inclusivity in the art community, Division staff, and other stakeholder groups.
- Knowledge of creatively marketing the arts utilizing social media and websites.
- Experience collaborating effectively with diverse constituent groups and stakeholders.
- Working knowledge of grant-making processes, ideally in a government setting.
- Experience creating and administering program budgets, particularly in a government setting.
- Strong knowledge & experience of principles and practices of organizational management including setting team & individual goals, managing & evaluating performance, strategic planning, and progressive discipline.
- Experience supervising and motivating diverse, multi-disciplinary teams.
- Ability to prepare reports of a budgetary, technical, and evaluative nature.
- Values characterized by humility, creativity, innovation, collaboration, service, and responsive leadership.
- Strong writing & public speaking skills, working knowledge of modern office procedures, including computer applications and standard business software.



Example of Duties

- Manage and direct the Metropolitan Arts Division staff and programs, set individual and team goals and objectives, develop and implement policies and procedures, and provide art and culture programs and services to the greater Sacramento region.
- Implement, support, manage, and promote the Creative Edge cultural plan.
- Recruit, train, and supervise division staff, assign duties, and evaluate work performance.
- Develop or direct the preparation of reports; present reports to the Mayor, City Council, County Supervisors, and related Commissions and Committees.
- Provide primary staff support for the Sacramento Metropolitan Arts Commission; serve as liaison between the Commission and artist groups, art communities, and arts activities.
- Seek out and develop new and diversified funding sources including foundations, corporate, public, and other resources to support the work of the Metropolitan Arts Division and Commission, and the arts in the Greater Sacramento region.
- Represent the Metropolitan Arts Division and Commission in various public meetings, including City Council meetings, County Board meetings, and at local arts meetings and events.
- Provide project management services specifically related to the Metropolitan Arts Division and Commission, and coordinate the work of consultants, architects, art organizations, artists, and others.

Salary Range

The salary range for this position is \$122,323 up to \$160,498 annually. Placement within the range will be commensurate with experience and based on a candidate's career history, credentials, and accomplishments.

Apply

Applications will be accepted through February 16th, 2019. For more information and to apply, please visit <http://www.cityofsacramento.org/HR/Career-Opportunities> or <https://www.governmentjobs.com/careers/saccity>