

Washington

EXECUTIVE DIRECTOR

\$100,000 - \$115,000

Plus Excellent Benefits

Apply by

February 11, 2024

(First Review. Open Until Filled)



THE REGION



Named as one of the Best Places to Live in America by Outside Magazine, Spokane, Washington is the second-largest city in Washington state. It is located in the eastern portion of the state, approximately 20 miles from the Washington-Idaho border. The Spokane MSA has a population of over 670,000. The city's nickname is the Lilac City and claims to fame include being the birthplace of the Father's Day holiday; the hometown of Bing Crosby; and the host of the 1974's World's Fair.

Spokane is a major commercial, industrial, educational and transportation hub for an approximately 80,000 square mile area encompassing three states and two provinces. The regional economy is well-rounded and diversified, with a strong emphasis in manufacturing, logistics, aero-space, life sciences, education and research, agri-business and professional services. The region also has a rich military history dating back to pre-World War I regiments and is home to Fairchild Air Force Base, who has one of the largest fleets of tanker aircraft in the country.

Spokane boasts a diverse cultural landscape deeply connected to its indigenous communities, particularly the Spokane Tribe of Indians. The city acknowledges and respects the ancestral lands, hosting events like the Gathering at the Falls Powwow to celebrate indigenous traditions. Beyond indigenous cultures, Spokane embraces multiculturalism, welcoming residents from various backgrounds.



The city fosters inclusivity through festivals, cultural celebrations, and community initiatives, promoting unity and mutual understanding among its diverse population. Spokane is committed to creating an environment where people from all walks of life can thrive, contribute, and collectively shape the city's vibrant cultural identity.



Recreation abounds in Spokane County with prevalent opportunities for fishing, hiking, camping, golfing, skiing and more. There are more than 76 lakes within a one-hour drive of Spokane with more than seven championship public golf courses.

The area enjoys over 130 local parks including Riverside State Park, a 14,000-acre park along the Spokane and Little Spokane rivers that offers camping, picnicking, swimming, fishing and boating, and Manito Park, a 90-acre park with spacious manicured lawns, playgrounds, walking and biking paths, flowers, topiary shrubs, a greenhouse conservatory and multiple picturesque gardens. In the winter, excellent skiing is available at five nearby mountain resorts.

Higher education is well represented in the Spokane region by Gonzaga University, Eastern Washington University, Washington State University, Whitworth University, and the Community Colleges of Spokane.

THE ORGANIZATION

Spokane Arts is a 501c3 nonprofit organization, founded as the local arts agency for the City of Spokane and serving the broader Spokane region. Spokane Arts supports arts and culture in the region through grantmaking, programming, advocacy, and professional development. Spokane Arts fosters creativity by providing direct support to individuals, groups, and organizations in the creative sector, and by promoting local arts and culture to the wider community.

Spokane Arts is guided by a Board of Directors who provide fiscal oversight and governance in support of the organization's mission. The Board of Directors is comprised of community volunteers who join with representatives sent by each of Spokane Arts' founding partners: the City of Spokane, the Spokane Public Facilities District, Visit Spokane, and the Downtown Spokane Partnership.

The Spokane Arts Commission is a 16-member, all-volunteer board that promotes and enhances the quality, accessibility and presence of arts and culture. The Arts Commission serves a dual role as an advisory board to Spokane Arts, while also advising the city of Spokane on arts policy.



The activities of Art Commissioners vary widely but include serving on public art juries alongside community members, planning the annual Arts Awards, developing new events or programs to engage the wider community in the arts, advocating for the arts at the city or state level, and much, much more. Members of the Arts Commission are confirmed by both the Spokane Mayor and City Council. Spokane Arts' small but mighty staff loves supporting creatives, beautifying the region for all who live here, and creating opportunities for community members to engage with arts and culture. Every day, they support creatives by providing funding, resources, and training. Spokane Arts helps shine the spotlight on local arts and culture so that everyone in the region has an opportunity to see, make, learn, play, and engage. Spokane Arts envisions an Inland Northwest that is alive with the arts, culture and creativity, and a regional arts ecosystem that is thriving, vibrant and balanced.

THE POSITION

The Executive Director reports to the chair of the Spokane Arts Governing Board of Directors and meets regularly with the Board and the Spokane Arts Commission. The Executive Director will have overall strategic and operational responsibility for the Spokane Arts' contract staff, volunteers, programs, partnerships, and execution of its mission. The Executive Director must have a deep understanding of core programs, operations, fundraising, and development for this nonprofit, and will act as the primary spokesperson for Spokane Arts, representing the organization locally, regionally and nationally. This is an exciting opportunity for the next Executive Director to foster a positive workplace culture, bring long-term stability to this position, and take the creative sector in the Spokane region to the next level. The right candidate will have the ability to leave a legacy as they grow the funding and community engagement of Spokane Arts.

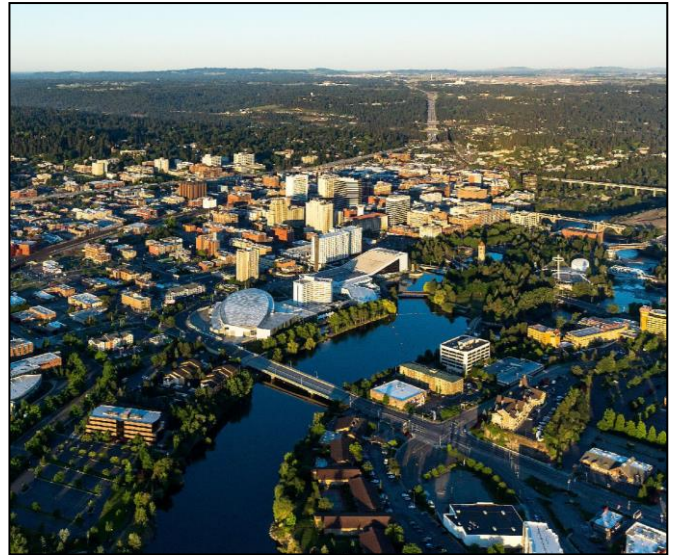
To view the full responsibilities, please view the attachment found [here](#).

IDEAL CANDIDATE PROFILE

Education and Experience:

- A bachelor's degree in a related field or proven equivalent leadership and/or management experience.
- A willingness to commit no less than 3 years to the organization.
- A demonstrated, thorough commitment to the Spokane Arts mission and its leadership role in the Spokane region.
- Experience in nonprofit management, including fundraising and development, public and private relationship management, long-range strategic planning, as well as experience collaborating with a Board of Directors and strong governance skills is strongly preferred.

The ideal candidate will have an appreciation of arts and culture, as well as proven success in fostering a diverse and equitable environment. Strong writing abilities and presentation skills, a demonstrated track record in managing budgets and fundraising, and proven success in building and strengthening strategic partnerships will bring candidates to the top of the list. The ideal candidate will have a solution-oriented and strategic mindset, be organized, have strong time management skills, and thrive as an innovator who does well thinking outside of the box. This person will be an empathetic servant leader who is open and honest, has strong interpersonal skills, and is extroverted and personable. The selected candidate will be willing to be visible throughout the communities served by the Arts, possess the skills to fundraise, and effectively communicate at the highest level, including discussing key issues with local and state officials.



It is expected that the Executive Director will have a strong business and financial acumen that will help direct the organization to a prosperous future. This position will require someone who can develop and guide a strategic vision that will support the Arts community and will help make the Arts an integral part of the foundation in the greater Spokane region.

Necessary Knowledge, Skills, and Abilities:

- The ability to handle difficult or sensitive issues effectively and tactfully, while being answerable for personal actions.
- The capacity to recover from adversity quickly, while adapting to change with minimal resistance.
- The dexterity to prioritize and complete tasks in order to deliver outcomes within allotted time frames.
- The capability to organize and influence people to believe in a vision while creating a sense of purpose and direction, and consistently cooperate with others to meet objectives.
- Strong executive leadership skills, and the ability to motivate, develop, and mentor staff.
- Strong written and oral communication skills.
- Knowledge and experience as an executive leader in a government or non-profit agency.
- Strong budget and finance knowledge and experience relating to operations and capital funds.
- Ability to review, ask the right questions, but able to be decisive as needed.
- Ability to develop effective teams and be a good steward of public funds.

COMPENSATION & BENEFITS

- **\$100,000 - \$115,000 DOQ**
- Monthly health and wellness benefit stipend.
- Executive time, a retention bonus, fundraising incentives and relocation stipend.
- Hybrid work-from-home available. The selected candidate is expected to become a local resident and be in the office at least 50% of the time to help assist staff with needs as necessary.
- Professional development opportunities.
- Paid vacation.
- Paid sick leave.
- 11 Holidays per year, plus birthday float.
- Annual bus pass or parking stipend.



**To learn more about
Spokane Arts, please visit:**

www.spokanearts.org

Spokane Arts is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **February 11, 2024** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to www.prothman.com and click on "**Open Recruitments**", select "**Spokane Arts, WA – Executive Director**" and click "**Apply Online**," or click [here](#). Resumes, cover letters, and supplemental questions can be uploaded once you have logged in.



www.prothman.com

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