

This is a temporary full time opportunity, 40 hours per week – now through December 13, 2024

Who We Are

The National accessArts Centre, affectionately named the NaAC, is an amazing but fast-paced, work environment where we all collaborate to provide artistic training, creation, exhibition, and present opportunities for artists with disabilities. As a creativity hub for artists living with disabilities, so often limited in their opportunities and choices, we blur the lines between professional artists, disabled artists, entrepreneurs, innovators, and storytellers by sharing their work internationally and re-shaping how the world views and appreciates their talents and place in our communities.

Who You Are and What You Will Do

You are a strategic thinker with a deep understanding of both the arts and disability communities, a creative and inclusive mindset, and excellent organizational skills. Reporting to the President & CEO and working with other senior management and key personnel, you will implement the NaAC's exhibition and presenting plan for 2024. Additionally, you will play a significant role in activating our Won Lee Community Arts Hub in Ontario. Your public speaking skills will ensure you are primed to represent the NaAC to the national and international arts communities and your visionary expertise will help to guide the NaAC as it endeavours to expand its footprint on the world stage.

Leveraging your innate ability to lead our high-performance team through the many facets of our multi-disciplinary programming, you will apply your knowledge of best practices that serve equity-seeking communities.

- **Curating and Presenting:**
 - Implement approximately ten presenting events and programs already embedded in our strategic plan.
 - Craft exhibition statements and select works for exhibitions, ensuring high calibre presentation.
 - Leverage existing and build new relationships with key stakeholders to ensure accessibility is always at the forefront of decisions.
- **Won Lee Community Arts Hub (Toronto, ON):**
 - Craft and execute an in-term artist residency plan for this space.
 - Execute the strategy and recommendations from grants underway; develop partnerships for this space.
 - Develop and execute a fund development strategy for programming in this space.
- **Fund Development and Budget Management:**
 - Contribute to the development and execution of grant strategies to support programming and strategic growth with partners that include CADA, AFA, Canada Council for the Arts, Calgary Foundation, City of Calgary, and Rosza Foundation.
 - Create and manage presenting budgets for the upcoming year.
- **Leadership & Advocacy:**
 - Build new strategies to increase presenting opportunities for artist with disabilities across multiple disciplines (performing arts, music, Indigenous Ways of Knowing)
 - Advocate for artists' equity; handle conflicts, abuse reporting and ethical dilemmas.
 - Represent the NaAC in a variety of situations; hold existing relationships.

Experience and Skills You'll Bring

- Degree in fine arts; arts management; cultural studies; disability studies or related field. Experience will also be considered.
- Minimum 5 years in Curation, presenting & exhibition
- Demonstrable management & team leadership
- Public speaking & exceptional communication skills
- Minimum 1 year budgeting experience
- Demonstrable strategic thinking/planning
- Demonstrable understanding of accessibility requirements/best practices in the arts
- Grant writing and reporting experience
- Experience working with adults with disabilities
- Microsoft Outlook, Word, Excel, Powerpoint

Pay Rate & Working Hours

- \$70,000.00 annually + paid time off + paid health/sickness time
- Mon–Fri | 40 hours/wk. Possible eve/wkd

The NaAC is a Diverse & Inclusive Work Environment

The National accessArts Centre is an equal opportunity employer and prides itself on offering a diverse and inclusive workplace, free of discrimination and harassment. We invite **all** qualified and eligible persons to apply. Decisions will be based on qualifications.

To Apply

Submit your resume, with a cover letter, to Heather Jones at heather.jones@accessarts.ca. We are hoping to receive resumes no later than January 15th but this position will remain open until it is filled. Interviewing will begin as soon as potential candidates are identified so we recommend applying without delay.

Please note that we are unable to communicate with or grant interviews to all applicants. Candidates will be selected for interviews based on the completeness of their application and their qualifications. Only those candidates selected for an interview will be contacted.

The NaAC facility is 100% accessible. We will endeavour to offer additional reasonable accommodations to interviewees, as required, with notification provided at the time an interview is booked.