

Director, Community Investment & Impact (Permanent, Full-Time)

We acknowledge that the land we gather on, Moh'kinsstis, is the ancestral territory of the Siksikaitsitapi—the Blackfoot people—comprising the Siksika, Kainai, and Piikani Nations, as well as Treaty 7 signatories, the Tsuut'ina Nation, and the Îyâxe Nakoda Bearspaw, Chiniki, and Wesley First Nations. This land is also the home of Métis Nation Region 3. We recognize all Indigenous people of Turtle Island who call Treaty 7 home.

We acknowledge that there has been art, music, dance, storytelling, and ceremony on this land since time immemorial and it is in the spirit of this land and its people that we do our work.

Employment Equity Statement

Calgary Arts Development is an equal opportunity employer and employs people without regard to race, ancestry, place of origin, colour, ethnic origin, language, citizenship, creed, religion, gender identity, sexual orientation, age, marital status, physical, and/or mental abilities.

While remaining alert and sensitive to the issue of fair and equitable treatment for all, Calgary Arts Development has a special concern with the participation and advancement of members of designated groups that have traditionally been disadvantaged in employment: Indigenous, Black, people of colour, immigrants and newcomers, persons with physical or mental disabilities, and members of the 2SLGBTQIAP+ community.

We are currently working remotely to reduce the risk of COVID-19 contact for our staff, but it is important to note that our office in the Burns Building downtown is unfortunately not fully accessible in the following ways:

- The Burns Building is not fully wheelchair accessible.
- We do not have accessible or gender-neutral washrooms—the closest are in Arts Commons, a building adjacent to ours.
- We are not presently equipped with technology that supports those with hearing or visual impairments.

While we seek to rectify this in the future, we feel it is important to be transparent about the limitations of our current facilities.

Who Are We?

Calgary Arts Development is our city's designated arts development authority. We provide grant investments to hundreds of arts organizations, individual artists, and groups, undertake a number of arts development initiatives, and manage our city's public art program. We value relationships, generosity, reciprocity, plain language, and curiosity.

We believe the arts have the power to build our city. Through the arts development strategy, Living a Creative Life, our vision is a creative, connected, prosperous Calgary where every resident has the opportunity to live a creative life. We foster a sustainable and resilient arts sector, and support arts-led city building.

Strong relationships are central to our work and will be particularly central to this role. We honour artists and believe that art is a critical component that benefits the public good. We welcome new introductions and partnerships with artists and arts organizations as well as with others whose work may be outside the arts who are trying to make our city great through living a creative life.

Our team has been working towards creating shared environments where all people can feel safe, heard, and validated. A sensitivity to the lived experiences of diverse, marginalized, and equity-seeking people is very important as we continue valuing equity, diversity, inclusion, and accessibility in all aspects of our work.

Public Art at Calgary Arts Development

Calgary's Public Art Program was created in 2004 to deliver broad-based public art programming for the residents of Calgary, and the public art collection has been in existence for over 100 years. In the last five years, there have been broad-based discussions around the direction and priorities of the program.

In November 2019, Council directed administration to engage the sector in the development of a request for proposal (RFP) to be released in 2020, exploring an external service model for the program. After a rigorous engagement and reporting process, Calgary Council approved the transition of Calgary's Public Art Program to Calgary Arts Development.

Calgary Arts Development will be looking to streamline the program and reduce barriers for local artists to participate, while also increasing engagement opportunities and transparency for citizens. The City of Calgary will work with us to gradually transition oversight and implementation of public art projects and programs over the course of three years, with full transition expected to be complete in 2024.

The Role

We are seeking a new member to join Calgary Arts Development as part of the leadership team, which comprises the President & CEO; the Director, Communications & Engagement; the Public Art Director, the Director, Engagement and Reconciliation and you in your role as Director, Community Investment & Impact.

Ours is a shared leadership environment where we complement each other, help reveal each other's gaps in awareness and expertise, and enter into respectful and open discourse when it comes to understanding differences while reaching common ground. Leading in respectful, equitable, and inclusive ways is one of your core values, and you are committed to lifelong learning in these areas.

You will provide leadership and mentorship to our staff and contribute as a lead in our work regarding equity, diversity, inclusion and accessibility (EDIA) and our ability to work with groups that have different values, beliefs, needs, and feelings. As we talk together about your place here you'll be able to speak to your experience working in and with a variety of diverse communities, organizations, and networks. You will be deeply engaged in our equity work, which is grounded in Indigenous reconciliation as guided by the 94 recommendations of the Truth and Reconciliation Commission and the City of Calgary's **White Goose Flying report**, as well as our commitment to racial equity, disability justice, and gender and sexual diversity.

We place an emphasis on research, evaluation, and learning. You will oversee these aspects and ensure Calgary Arts Development is on the leading edge of this work as an arts funder and arts development agency. Collecting meaningful data is important, but even more so is the ability to analyze the data and share what we've learned with the community. You are passionate and curious about transforming funding practices and considering new ways of investing in the arts sector.

Accountabilities

- Directly reporting to this role are Manager, Community Investment and Manager, Research and Policy.
- Oversight of the development and subsequent update of our measurement, analysis and reporting framework aligned to Calgary Arts Development's strategic framework and Living a Creative Life: an arts development strategy for Calgary.
- Oversight of the development, implementation, evaluation and analysis of our grant investment programs.
- Oversight of community and sector engagement and consultation to inform investment programs, policies, and processes.

- Building and stewarding relationships with partners, organizations and individuals directly impacted through our grant investments, capacity building programs, and impact and research work.
- Oversight and development of related fiscal budget areas.
- Collaboration with leadership team on using the data and research collected in support of a case for increased funding in the 2023-2026 municipal budget .
- Building and maintaining awareness of emergent and adaptive practices in funding and philanthropy.
- Contributing to the development of the organizations our short- and long-term action plans and strategic frameworks.
- Working with the board of directors as needed and attending all board meetings.

Who Are You?

You are passionate about the importance of the arts and creativity in our lives, and articulate in your belief in the power of the arts to transform our city. You have a deep curiosity for all the many different ways art is made and shared, and you want to use your time here to understand how best to support that work.

You will be a face of Calgary Arts Development and will be comfortable representing the organization at various meetings, events and programs. You understand and have lived in a relational approach, versus a transactional approach, to community building and one-on-one relationship building.

You are innately curious, brave, and comfortable working with rapid cycles of experimenting, learning, and refining, and open to the possibilities that our city and our circumstances provide.

You are able to balance the big picture as well as the small details and welcome a rapidly changing environment where you have to juggle multiple tasks of varying depth on a day-to-day basis.

You are seen by others as a person who is seasoned in the ways of building meaningful relationships and who approaches work and life with a hearty sense of humour and humility.

You are not all things to all people, but you're probably already a few of these things:

- You are an arts champion.
- You are familiar with grant investment processes.
- You might be proficient working in a Mac-based environment.
- You are comfortable working in a collaborative and open work environment.
- You have experience and proficiency in research and evaluation including quantitative and qualitative methodologies.
- You have experience in program development and strategic planning.
- You might have experience in community-engaged, collaborative, or co-design practices in program development.

If you see yourself in this opportunity or have any questions about the role, we would love to have a conversation with you. You can schedule a phone call with Patti Pon by contacting rachel.anand@calgaryartsdevelopment.com. You can also learn more about us by exploring our website at calgaryartsdevelopment.com.

How to Apply

Please indicate your interest by emailing jointheteam@calgaryartsdevelopment.com with your resume and cover letter. Please use the subject line: *Director, Community Investment & Impact Posting*.

In your cover letter, please answer the question "*What role do you believe the arts play in fostering equity, diversity, inclusion, and accessibility?*"

If you would like to request application assistance, please contact jointheteam@calgaryartsdevelopment.com or call 403.264.5330 to arrange assistance. Details around application assistance are listed in detail below.

We have extended the deadline for this posting. For best consideration apply by January 3, 2022. We are looking to fill this position in January, 2022, but our commitment to finding the right fit may require more time.

Minimum annual salary is \$80,000 to a maximum of \$120,000 in addition to a benefits package that includes health and dental coverage, and a matching RRSP program.

Application Assistance

We recognize that the job application process can create barriers to access for many applicants who are interested in applying. Our job calls are written in English, shared online and require applicants to email their applications in English. This creates technological, linguistic, communication, and cultural barriers, to name a few.

In recognition of these barriers to access, eligible applicants can request assistance to help alleviate some of the costs associated with preparing and submitting a job application.

WHO CAN REQUEST ASSISTANCE?

Individuals who self-identify as:

- An individual who is Deaf, hard of hearing, has a disability or is living with a mental illness.
- An individual facing language, geographic, or cultural barriers.

To receive assistance, you will need to provide:

- The name and contact information of someone who can help you (this could be a trusted friend or family member, or a professional service provider). We may be able to make recommendations depending on the service being requested.
- The amount you are requesting, including the service provider's hourly rate.

TYPES OF ASSISTANCE

GENERAL TRANSCRIPTION OR EDITING SERVICES & ORGANIZING OF SUPPORT MATERIALS

- Applicants who identify barriers within the writing process directly due to a physical or learning disability or due to living with mental illness.
- Maximum Contribution: \$75

LANGUAGE TRANSLATION

- Applicants writing an application in another language who require translation into English, including American Sign Language.
- Maximum Contribution: \$150

ASL INTERPRETATION

- Calgary Arts Development is able to make arrangements for reputable, in-person ASL interpreters for interviews, in consultation with the interviewee, and at no cost to the interviewee.

INTERVIEW PARKING

- Applicants who must drive to an interview at our request are eligible to have their parking costs paid by Calgary Arts Development.
- Maximum Contribution: \$26 per interview, or the equivalent of the daily rate for parkades or parking meters that are close to the Calgary Arts Development office. Please note that currently all interviews are being conducted via Zoom.

CHILDCARE

- Applicants who require childcare services in order to attend the interview are eligible to be reimbursed for those childcare expenses.