

---

<b>Title of Position *</b>	Executive Director
<b>Institution *</b>	Greater Denton Arts Council
<b>Position Location: City &amp; State *</b>	Denton, TX
<b>Position Closing Date</b>	Friday, June 2, 2017

---

### **About the Institution**

The Greater Denton Arts Council (GDAC) has served the Denton community for almost 50 years. The Arts Council provides foundational support for Denton's artists and community arts organizations and collaborates frequently with area universities, the Denton Independent School District, and the City of Denton. The Arts Council presents a full schedule of programs and exhibitions in its flagship facility, the Patterson–Appleton Center Arts Center (PAAC), in historic downtown Denton, Texas.

#### MISSION OF THE GREATER DENTON ARTS COUNCIL

The Greater Denton Arts Council (GDAC) is a catalyst for creativity, advocacy and collaboration. The Patterson–Appleton Arts Center (PAAC) is our home where we celebrate the arts, inspire innovation, and engage community. Learn more at [dentonarts.com](http://dentonarts.com)

---

### **Institution Website Address**

<http://www.dentonarts.com>

---

### **Summary of Responsibilities**

The Executive Director of the Greater Denton Arts Council provides dynamic leadership and direction in policymaking, planning, organization, staffing, and operations for GDAC and PAAC. The Director works with the Board of Directors in the creation, implementation, and evaluation of a strategic plan to guide the Council toward the fulfillment of its mission and goals. This position will develop innovative and creative opportunities enhancing the PAAC as a vibrant center for the arts in the North Texas region.

The Executive Director reports to the Board of Directors with responsibilities for:

- Developing and implementing the organization's strategic goals based on data driven evaluation
- Leading fund raising initiatives and developing/stewarding donor relationships
- Supervision of exceptional staff and operational oversight
- Enhancing and creating connections with a vast variety of constituents
- Expanding strategic alliances–formal/informal

#### PRIMARY RESPONSIBILITIES

- Develops, implements, and promotes the philosophy of exhibitions, education, and community initiatives for GDAC and PAAC that furthers brand, values, and mission
- Provides dynamic leadership and direction for staff, supporters, and other stakeholders
- Supported by the Board of Directors, leads and strengthens fund raising endeavors utilizing local, regional and national resources
- Collaborates with Board President and Board in strategic planning to define benchmarks of success and ensure organizational sustainability
- In partnership with Board, oversees annual operating budget, assets and financial affairs of GDAC, PAAC, and the Campus Theater ensuring sound financial management
- Develops and maintains transparent and consistent communication with the Board of Directors, staff, and stakeholders
- Cultivates new Board candidates to enhance the mission of the GDAC and PAAC, its programs, and development efforts
- Develops and maintains long-term community relationships furthering the financial, artistic and educational goals of

## GDAC and PAAC

- Enhances and grows the GDAC brand through groundbreaking multicultural inclusive programs generating regional and state-wide recognition
- Hires, trains, supervises, and evaluates staff as part of the successful management of daily affairs of the GDAC and PAAC
- Develops and maintains relationships with area arts organizations, community partners, artists, professional organizations, collaborative programming/marketing partners, and professional colleagues to enhance GDAC's position and relevance locally, nationally, and internationally
- Acts as spokesperson for GDAC and articulates its vision and its purpose with media and press

---

## Required Qualifications

### MINIMUM EXPERIENCE AND EDUCATION

- Masters Degree or advanced degree (MBA, MFA, etc.) in arts administration, art history, arts education, or non-profit management preferred
- Five years strong non-profit management leadership and a proven track record of successfully operating a non-profit organization, preferably arts related

### REQUIRED SKILLS AND KNOWLEDGE

- A proven fundraising track record of writing and managing grants, seeking and securing major gifts, implementing annual giving campaigns, capital campaigns and fundraising events
- Demonstrated success in working with diverse cultures and providing inclusive opportunities to meet the needs of an entire community
- Experience using current technologies, social media, web design and marketing strategies to promote GDAC and its programs and events
- An entrepreneurial spirit; specifically, vision coupled with motivation and execution
- Excellent communication skills (oral and written)
- A strategic thinker and a willingness to try new strategies and ideas
- Business acumen with financial responsibility
- The ability to establish and maintain positive relationships with a myriad of individuals, groups and individuals
- A personable, welcoming and inclusive management style that optimizes the staff and resources through leadership and delegation
- A willingness to participate actively in the organization's lively schedule of activities and events including weekdays, evenings and weekends

### OUR IDEAL CANDIDATE IS...

- Open to innovation, creativity and has a passion for the arts and art education
- Can communicate and collaborate with a diverse population
- Has development experience and will enjoy working with the Board in the promotion of GDAC in the community and by forming and nurturing relationships with donors, sponsors, etc. to provide and increase financial support for the organization and its mission
- Understands strategic planning and can work with the Board to develop measurable goals and implement strategies to achieve them
- Has experience in non-profit management and is skilled in hiring, managing, and training of staff

---

### Compensation

Commensurate with experience

---

### Apply at this Website:

<https://dentonarts.com/employment>

---

### Apply with this email:

[employment@dentonarts.com](mailto:employment@dentonarts.com)

---

### Special Instructions to Apply:

TO APPLY  
The Greater Denton Arts Council is an equal opportunity employer

committed to a diverse work environment. Interested candidates should send a cover letter, resume, and list of three professional references to [employment@dentonarts.com](mailto:employment@dentonarts.com) by Friday, June 2, 2017. Professional references will not be contacted without the approval of the candidate. Due to the anticipated number of applicants, only those candidates selected for further review will be contacted. The position will be open until filled.

---