

Mellon/ACLS
PUBLIC FELLOWS PROGRAM 

Job Title:	Program Analyst, Education and Community Engagement
Organization:	Brooklyn Academy of Music (BAM)
Location:	Brooklyn, NY
Stipend:	\$67,500 with health insurance for the fellow
Start Date:	September 1, 2017

ORGANIZATION DESCRIPTION

Brooklyn Academy of Music (BAM) presented its first performance in 1861 and began operations in its present Fort Greene location in 1908. Today, BAM has a worldwide reputation as a leader in artistic innovation and has grown into a model urban arts center focused on both international issues in the arts and local community needs. BAM's mission is to be the home for adventurous artists, audiences, and ideas. Its enduring purpose is to provide a distinctive environment in which its audiences—annually, nearly 750,000 people from New York City and beyond—may experience a broad array of aesthetic and cultural programs. Annual series include the Next Wave Festival, a vital force for progression and risk-taking in the performing arts; BAM's Winter/Spring Season, which presents innovative interpretations of classic works; and BAMcinématek, Brooklyn's only daily year-round repertory film program. BAM deepens the impact of its presentations through BAM Education, which includes after-school, in-school, and family programs; evening and weekend humanities programs; the BAMcafé Live series, celebrating emerging artists; BAM Visual Art; and free community programs. Over the past four years, with the new resources provided by the BAM Richard B. Fisher (opened in fall 2012 as the first addition to BAM's campus since 1987), BAM was able to double the size of the annual Next Wave Festival and piloted several new education programs, increasing BAM Education's reach from 28,000 to 40,000 teachers, students, and adult learners. Please see BAM's website for details on all programs: www.bam.org.

POSITION DESCRIPTION

BAM's education and community engagement departments aim to provide rigorous, inclusive arts education programming and to promote equity in and access to the arts throughout Brooklyn's diverse communities. Working with the education department's director of operations, and in close collaboration with the Vice President for Education and Community Engagement, the Director of Education and Family Programs, and the Director of Community Programs, the Program Analyst will: (1) evaluate and articulate the scope and impact of BAM's education and community programs; (2) identify measurement strategies for each program; and (3) create new institutional mechanisms for analyzing and tracking impact. This research and the accompanying tracking mechanisms will help program and executive leadership set annual and long-term program goals, assess outcomes, modify existing programs, and launch new initiatives, with the goal of providing a roster of programming that is accessible to audiences and responsive to the needs of BAM's community. While this is a new position, it will build and expand on the work of BAM's former Program and Evaluation Coordinator.

By the end of the fellowship, the program analyst will have developed expertise in research and evaluation methods in the context of arts education and community engagement; analyzing demographic data; creating tactics and metrics for measurement of this data; and understanding the role of diversity and

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inclusion in an organization's success—skills that are increasingly valuable in for-profit, non-profit, and government organizations.

Key duties and responsibilities:

- Identify and develop appropriate organizational tools, protocols, and best practices related to program and impact evaluation;
- Synthesize information into clearly articulated oral and/or written presentations, recommendations, and institutional procedures;
- Provide technical and logistical support to program managers and teaching artists for the implementation of program and impact evaluation initiatives;
- Analyze existing program and demographic data;
- Work collaboratively with BAM leadership, curatorial, administrative staff, and other research partners to ensure that research and evaluation initiatives produce data that is integrated, coordinated, and mutually supportive;
- Communicate how impact evaluation advances BAM's mission/institutional goals; and
- Perform other duties as assigned.

The program analyst will build skills in the following areas:

- Monitoring and evaluation methodologies;
- Database development and management;
- Planning and implementation of field-based research; and/or
- Qualitative and quantitative data analysis software.

QUALIFICATIONS

- PhD in the humanities or humanistic social sciences;
- Interest and experience in qualitative and quantitative research methods;
- Strong analytical skills and ability to synthesize complex research and data into coherent and compelling narratives for diverse stakeholders;
- Ability to collaborate effectively with colleagues across multiple departments;
- Passion for inclusion, listening, engaging diverse communities, and the arts;
- Multicultural experience and cross-cultural competency;
- Skill in planning, development, and fulfillment of multi-faceted, multi-stakeholder projects;
- Strong attention to detail, accuracy, and thoroughness; and
- Ability to learn new applications as required.

APPLICATIONS

- Information on the Mellon/ACLS Public Fellows Program: www.acls.org/programs/publicfellows
- All applications must be submitted through the ACLS Online Fellowship Application System (ofa.acls.org)
- Application deadline: March 22, 2017, 8 p.m. Eastern Daylight Time

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