

Mellon/ACLS
PUBLIC FELLOWS PROGRAM 

Job Title:	Cross Sector Analyst
Organization:	Los Angeles County Arts Commission
Location:	Los Angeles, CA
Stipend:	\$67,500 with health insurance for the fellow, professional development funds, and relocation allowance
Start Date:	September 4, 2018

ORGANIZATION DESCRIPTION

The Los Angeles County Arts Commission fosters excellence, diversity, vitality, understanding, and accessibility of the arts in Los Angeles County, encompassing 88 municipalities and 137 unincorporated areas, and provides leadership in cultural services. The Arts Commission funds 364 nonprofit arts organizations through a two-year \$9 million grant program, runs the largest arts internship program in the country, coordinates the LA County Arts Education Collective, manages the County's civic art policy, and produces free community programs. There are over 2,800 arts organizations and 150,000 working artists in the County of Los Angeles, creating the largest concentration of arts activity in the United States. For more information, visit www.lacountyarts.org.

POSITION DESCRIPTION

In November 2015, the LA County Board of Supervisors passed a resolution directing the LA County Arts Commission to conduct "a constructive County-wide conversation about ways to improve diversity in cultural organizations" for all LA County residents. This led to the **Cultural Equity and Inclusion Initiative (CEII)**, an 18-month process where the Arts Commission received ideas and input from residents across the County through 14 town hall meetings. The **final report** on the initiative included 13 recommendations for ways County government could improve equity and inclusion among boards of directors, staff, artists/creators, programming, and audiences/participants. The LA County Board of Supervisors unanimously approved funding for five of those recommendations in June 2017.

One of the five recommendations approved and funded by the Board of Supervisors is an initiative to place artists, arts administrators, or other creative workers who are representative of diverse constituencies in paid positions as creative strategists in County departments to develop innovative solutions to social challenges. Creative strategists will be placed in six County departments over three years. The first two placements will be in 2018, one with the Libraries Department and one with the Office of the Registrar-Recorder/County Clerk to support their *Voting Solutions for All People* (VSAP) initiative. The Arts Commission's Cross Sector Manager oversees this initiative and coordinates projects across all divisions of the Arts Commission where we work with other County departments.

The Cross Sector Analyst will primarily provide program and evaluation support to the cross sector initiative. This is a unique opportunity to help build a new program from the ground up. Placing artists in residence in government agencies to address social problems is an emerging field in arts management and there will be opportunities for peer learning with other practitioners across the US. The Cross Sector Analyst will also provide research and evaluation support to the Arts Commission's full Cultural Equity

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and Inclusion Initiative, working with every division to identify promising practices and share them with the field in Los Angeles and nationally.

Key duties and responsibilities:

- Manage and oversee the creative strategist placements, in collaboration with the Cross Sector Manager, which may include:
 - Write Requests for Qualifications and managing the RFQ process;
 - Outreach to the artist community, particularly artists from underserved communities;
 - Represent the Arts Commission in meetings with representatives from a variety of County departments;
 - Provide support to the selected creative strategists before and during their residencies;
- Coordinate cross sector projects taking place throughout the Arts Commission;
- Write a literature review on artist residencies in government agencies and their role in improving equity and inclusion;
- Build relationships with public arts agencies in other cities that manage artist residencies in government departments to share ideas and learn promising practices;
- Evaluate the effectiveness of the Arts Commission's cross sector initiative;
- Evaluate the Arts Commission's work on cultural equity and inclusion, which includes collecting and analyzing data, and writing up findings; and
- Write public-facing materials such as blog posts, flyers, reports, and social media content to inform the public about cultural equity and inclusion in the arts and the Arts Commission's cross sector work.

QUALIFICATIONS

- PhD in the humanities or humanistic social sciences;
- Experience working on research or evaluation projects;
- Ability to summarize and communicate research and evaluation findings in writing and verbally for a non-specialist audience;
- Excellent written and verbal communication skills;
- Cultural competency and experience working with diverse communities;
- Comfort working both independently and as part of a team, and the ability to think and problem-solve creatively;
- High level of organization and attention to detail with strong time management skills;
- Facility with Microsoft Office (including Word and Excel); and
- Knowledge about or passion for ways the arts can be used to improve cultural equity and inclusion.

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 14, 2018, 9 p.m. Eastern Daylight Time

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