

Mellon/ACLS
PUBLIC FELLOWS PROGRAM 

Job Title:	Community Impact Analyst
Organization:	San Francisco Arts Commission
Location:	San Francisco, CA
Start Date:	August 3, 2020

ORGANIZATION DESCRIPTION

Established by charter in 1932, the San Francisco Arts Commission (SFAC) is the city agency that champions the arts as essential to daily life by investing in a vibrant arts community, enlivening the urban environment and shaping innovative cultural policy. The Arts Commission envisions a San Francisco where the transformative power of art is critical to strengthening neighborhoods, building infrastructure and fostering positive social change. The Commission believes the arts create inspiring personal experiences, illuminate the human condition and offer meaningful ways to engage with each other and the world around us. It imagines a vibrant San Francisco where creativity, prosperity and progress go hand in hand. Its goal is to advance artists' ideas in order to improve the quality of life for everyone through a united cultural sector whose contributions are vital and valued. Learn more at www.sfartscommission.org.

POSITION DESCRIPTION

A unique partnership between San Francisco's elected officials and community advocates resulted in a successful ballot initiative passed by 75% of voters in November 2018, restoring the dedicated hotel tax revenue for arts and culture purposes. To ensure equitable access to the new resources, the Arts Commission has developed a five-year Cultural Service Allocation Plan to guide Arts Impact Endowment investments.

The SFAC is seeking a Community Impact Analyst to support the design and implementation of an ongoing program evaluation process. Working in partnership with a consultant, the Analyst will determine how to assess the impact of the agency's existing and new grant funds, which include endowments for the cultural centers, cultural equity, and emerging needs. This position will report to the Senior Racial Equity and Policy Analyst and work closely with the Community Investments team. The Community Impact Analyst will work across the agency to support staff with data informed decision making and increase the agency's capacity to develop and use analytical tools to understand the impact of our work. The position will also partner with staff at other city agencies, local private funders, and community stakeholders to ensure that the agency's funding strategy is equitable and responsive to local community needs.

The Community Impact Analyst will join the SFAC at an important juncture, as the agency will have just finished the first full year under the new funding structure and will be poised to move forward with a comprehensive assessment. By the end of the fellowship, the Community Impact Analyst will have completed the first evaluation and will have established a process by which the agency will assess the impact of its grant making programs in future years.

The position is located in the Arts Commission's beautiful offices in the historic War Memorial & Performing Arts Center in San Francisco's Civic Center.

Visit <http://www.acls.org/programs/publicfellowscomp> to learn more about the Mellon/ACLS Public Fellows program. This position is only available through this program; please do not contact the host organization directly.

Key duties and responsibilities:

- Facilitate conversations with key internal and external stakeholders;
- Summarize findings from these conversations into a report with concrete strategies that will improve the impact of the agency's existing grant programs;
- Design and implement an evaluation process to measure the impact of the five-year allocation plan, including benchmarking, developing evaluation metrics, collecting data, conducting an initial evaluation;
- Complete a report with the findings and any suggested potential revisions to the five-year allocation plan;
- Report back to the community and City partners on findings, promising practices, and other lessons learned; and
- Conduct policy analysis and research to support the agency's annual budget process, as needed.

QUALIFICATIONS

- PhD in the humanities or humanistic social sciences;
- Background in or familiarity with research, policy analysis and/or community development;
- Strong analytical skills;
- Ability to summarize complex ideas into concise recommendations and work plans;
- Ability to communicate effectively with different audiences;
- Experience facilitating conversations with varied stakeholders; and
- Persistence, flexibility, and a focus on finding solutions.

STIPEND AND BENEFITS

Each 2020 Mellon/ACLS Public Fellow receives an annual stipend of \$70,000, as well as access to employer-based health insurance through the host organization. In addition, ACLS provides funds for relocation and professional development. Fellows receive professional mentoring and participate in career development programming, both in-person and virtually.

APPLICATIONS

- All applications must be submitted through the ACLS online application system (ofa.acls.org)
- Application deadline: March 18, 2020, 9 p.m. Eastern Daylight Time