

Seeking AmeriCorps Member!

Opportunity available now – Start Date: early September 2021

Please submit a cover letter related to personal experience as described in the attachment, a resume and three professional references.

This continues to be a transformational time for the State Arts Agency as we continue to work through challenges in the arts field as a result of the pandemic. There have been many shifts that resulted from our recent Strategic Plan (Fall 19). The overarching goal for NDCA is to be visible and citizen-focused, and impactful in ND communities - moving beyond only grantmaking activities.

Work Plan Overview: Unique opportunity to facilitate an 8-region placemaking program that is tied to the Governor's Main Street Initiative, [Arts Across the Prairie – Placemaking in Rural North Dakota](#) is a five-seven year initiative. **Job title: Placemaking Coordinator.**

Vocational Area Desired: Community organizing - outreach/impact, planning, arts administration, communications, with potential art or public art knowledge; grant writing basics.

Primary Tasks: With the Executive Director, assist with creation of materials to explain program; Help identify and reach out to potential stakeholders via email and telephone; Organize and manage logistics related to several events in each region per year; Plan and oversee online technical assistance and professional development offerings; Work with Public Information Officer on social media and other press related to events; Some data base management.

Knowledge Gained: Creative placemaking and growing rural prosperity; Working with rural communities and arts; Expand on planning skills; Experience in targeted writing; Exploring committee structures and diverse involvement; Expanded communication skills; Inner workings of State Agency and program impact.

Logistics:

- AmeriCorps Program administered by Souris Basin Planning Council
- Member is required to serve 900-1700 hours
- AmeriCorps Member *can reside anywhere* in ND
- *Arts Across the Prairie* is a program of NDCA under direction of Executive Director, Kim Konikow
- Most NDCA meetings held online, via Teams or Zoom
- NDCA will provide a laptop for the period of the service agreement
- Travel required to eight regions in the state in personal vehicle
- Reimbursement for travel/lodging at state rates, for planned programs
- Critical to this opportunity is a person who can work independently with regular check-ins, as they will be remote from NDCA in Bismarck.

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Kim Konikow, Executive Director
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