

To apply, please visit the Metro website [here](#).

Metro Arts Nashville

Metro Arts is the city of Nashville's office of arts + culture. Our mission is to drive a vibrant and equitable community through the arts. Our work encompasses a wide range of public programs, grant funding and the management of the public art program and collection for the city. We believe that all Nashvillians should have access to a creative life. Our values statement and strategic plan can be found at <https://www.metroartsnashville.com> and our equity statement can be found [here](#).

Application Deadline

August 1, 2023

Title

Racial Equity & Restorative Arts Manager

Class Spec

Administrative Services Manager

Job Type

Full-Time Civil Service

Salary

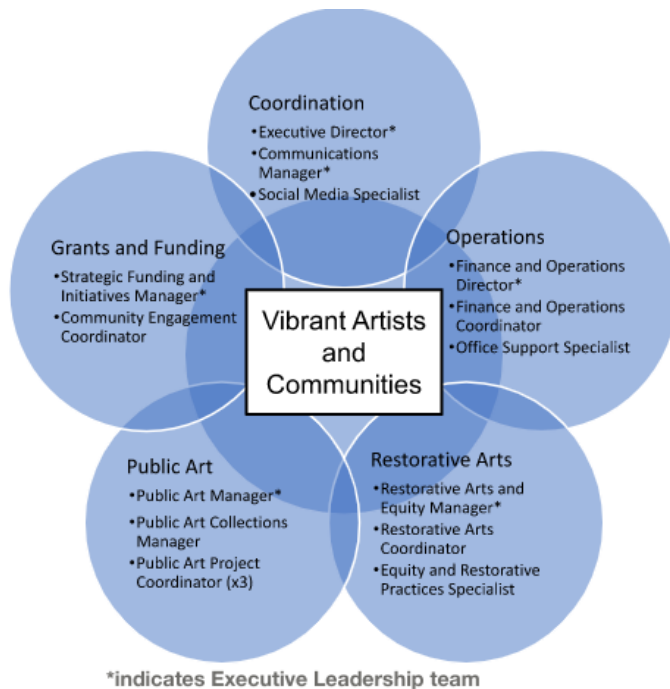
- \$80,810.37 - \$97,139.27 Annually
- Benefits include full family health, dental, and vision coverage, and participation in the City of Nashville Pension Plan system

Position Description

The Racial Equity & Restorative Arts Manager will support the operations, development and expansion of Racial Equity and Restorative Arts programs for the agency.

Team Overview

The Manager serves on the organization's executive leadership team, directly supports the Racial Equity and Restorative Arts team, and works closely with the Executive Director.



Typical Duties

Direct Responsibilities

- Centers Nashville and Tennessee’s Native American Communities with a deep knowledge, practice, and background in supporting these indigenous communities from a Restorative Arts framework.
- Centers BIPOC And ALANA communities from a Restorative Arts lens.
- Proactively considers how the impact of funding and programs serve all communities to engage in the arts with specific attention to previously underserved communities in Nashville.
- Leads the operations, development and expansion of existing and new agency-led Racial Equity, Restorative Arts and Youth Development programs; including but not limited to: Racial Equity in Arts Leadership (REAL), Restorative Arts, Opportunity Now (or other youth employment initiatives) and Community Arts Leaders of Nashville internship programs (or other development programs).
- Leads administration and staff support for the Committee for Antiracism and Equity (CARE) of the Arts Commission; through CARE, collaboratively leads policy review and design and supports change management for the agency.
- Supports existing and new strategic partnerships toward innovation and creative program design centered around equity diversity, inclusion, and access including facilitated workshops, equity audits

Equity Centered and Collaborative Responsibilities

- Leads opportunity and capacity analysis and makes recommendations on resource allocations
- Develops and pursues external and internal Metro funding support for programs
- Seeks, develops, and administers external funding opportunities through partnerships and re-granting opportunities
- Works with other staff to prepare presentations, communications and data reports for Metro Council
- Attends Council meetings and Committee meetings as requested
- Gathers key data points and narratives to share the impact of agency programs and initiatives
- Supports a thriving climate and culture of shared accountability and collaboration
- Seeks continuous process improvements for the entire agency, through facilitating clear and open feedback, employee evaluations, and documentation of work performance
- Supports the Metro Arts Commissioners' vision, Metro Nashville Diversity Officer's guidelines, and the agency's work in developing and sustaining equitable practices across programs and policies, furthering the team commitment to diversity, equity, inclusion, and access.
- Serves as a restorative arts lead in panel discussions, trainings and other events
- Supports advocacy to make agency work visible and positions the agency for increased funding to support our equity programs.
- Works closely on agency strategic and cultural planning processes and implementations
- Participates in partnership development meetings for agency-related initiatives
- Conducts relevant research to other duties
- Manages consultants and vendors as needed

Minimum Qualifications

Any combination of education and experience that would prepare the applicant to perform duties of the position at the appropriate level. Employees would typically have a Bachelor's Degree plus five (5) years of professional experience in an administrative, technical, restorative practice or racial equity, public policy, or related field.

Preferred Qualifications

- Track record of work and specific accomplishments within arts, racial equity or restorative justice fields
- Demonstrated facilitation, collaboration, and conflict-resolution skills
- Experience navigating structured organizations, such as governments, universities, or large organizations and obtaining buy-in on potentially challenging ideas
- Project management skills, including the ability to produce, track and manage multiple deliverables with overlapping deadlines
- Demonstrated ability to build collaborative and productive relationships with community members, institutions, and organizations, particularly with communities of color, immigrant and refugee communities and other historically marginalized communities
- Knowledge of online proposal systems such as Submittable
- Written and verbal communication skills, including public speaking.

Candidates with accreditations earned in a foreign institute are encouraged to apply.

Note: Per Metro Ordinance No. SO94-1078. All employees of the Metropolitan Government shall be residents of the State of Tennessee or become residents of the state within six (6) months of employment as a prerequisite to employment with the Metropolitan Government.

We are an equal opportunity employer that values diversity at all levels. All individuals, regardless of personal characteristics, are encouraged to apply.

Requests for ADA accommodation for the recruitment process should be directed to 615-862-8163.