



AT THE INTERSECTION
OF HERITAGE, FAITH,
& COMMUNITY

Partners for Sacred Places

Project Consultant, Arts in Sacred Places

PARTNERS FOR SACRED PLACES

Partners for Sacred Places is the only non-sectarian, non-profit organization devoted to helping congregations and their communities sustain and actively use older and historic sacred places. Founded in 1989, Partners has offices in Chicago, Philadelphia and Fort Worth.

DESCRIPTION

Making Homes for the Arts in Sacred Places (AiSP) is one of Partners' fastest growing programs. AiSP develops mutually-beneficial space sharing relationships between artists in need of space and historic houses of worship with space to spare. The mission of the program is to build bridges between artists and congregations, spark new collaborations, and develop cross-cultural exchanges of passion, imagination, and creativity. Partners seeks a part-time hourly consultant for 10-15 hours/week starting Fall 2016 to assist in completing specific AiSP tasks in Austin as outlined below.

RESPONSIBILITIES

General

- Serve as the primary point of contact for general inquiries on and communications for Arts in Sacred Places (AiSP) in Austin.
- Report directly to the National Director of Arts in Sacred Places.
 - Report indirectly to the Executive Director of the Austin Creative Alliance
- Work with the Austin Creative Alliance and the City of Austin's Economic Development Department's artistic connections
- Perform any administrative tasks associated with completion of AiSP work in Austin.

Inventorying & Interviewing

- Network with and interview artists who may be interested in the program, identify their space needs, budget capacity, mission/vision/values and interest in working with a historic house of worship.
- Network with and interview faith and lay leaders who may be interested in the program, identify their space availability, 'rent' expectations, mission/vision/values and motivations for/interest in working with artists
- Input initial six sacred places from Austin into Partners' iSPi online database
- Select six to ten additional sacred places in Austin to inventory into iSPi
 - Inventory and survey those sites
- Conduct at least 20 iSPi artist in-depth inventories and surveys
- Identify and recruit both artists/arts organizations and congregations for AiSP training.

Space Sharing Agreement Facilitation

- Research and connect with local legal firms interested in providing pro bono services to AiSP
- Research and advise on potential "matches" –among existing participants in the program.

- Assist the Director of Arts in Sacred Places to identify artists and faith leaders who match according to: (1) Their space need/space availability, (2) Their timeline and geographic priorities, (3) Their budget, and (4) What they are looking for in a space-sharing partner
- Analyze needs and wants from arts and congregational perspectives to create best potential matches.
- Assist the Director of Arts in Sacred Places in facilitating discussions on space-sharing agreements.
- Provide support and follow-up to executed agreements where and when needed, and collect data/metrics for recording measurable outcomes.

QUALIFICATIONS

- Qualified applicants must have:
 - At least 3 years experience in the arts in the Austin area
 - At least 3 years as an administrative professional.
 - Willingness to learn more about congregational structures/challenges
 - Knowledge of nonprofit organizational structures and operations.
 - Flexibility to work independently, as well as a member of a team
 - Proficiency with MS Office
 - Commitment to the mission and vision of Partners for Sacred Places
- Other desirable qualities include:
 - Clear and effective communication skills (public speaking, discussion facilitation)
 - Experience in teaching or training to groups
 - Demonstrated ability to establish priorities and multi-task

Email your resume and cover letter with three references to kdilossi@sacredplaces.org
 Application deadline will be Monday, November 21, 2016.