



Georgia Department of Economic Development
Position Announcement

Title:	Executive Director	Entry Salary:	\$100,000 - \$110,000 commensurate with experience
Division:	Georgia Council for the Arts	Location:	Atlanta, GA
Duties and Responsibilities:	<p>The Georgia Department of Economic Development (GDEcD) is the state’s sales and marketing arm, the lead agency for attracting new business investment, encouraging the expansion of existing industry and small businesses, addressing macro level workforce issues, locating new markets for Georgia products, attracting tourists to Georgia, and promoting the state as a destination for arts events and location for film, music and digital entertainment projects, as well as planning and mobilizing state resources for economic development.</p> <p>As a division of GDEcD, the Georgia Council for the Arts (GCA) mission is to cultivate the growth of vibrant, thriving Georgia communities through the arts. GCA provides grant funding, programs and services statewide that support the vital arts industry, preserve the state’s cultural heritage, increase tourism and nurture strong communities. The Executive Director cultivates and drives the vision and the state’s arts and culture policy in an effort to advance the role of arts as it contributes to economic development efforts across the state. This requires the development and maintenance of strategic cross-sector partnerships to advance public value for the arts, as well as fostering robust relationships at the state, regional and national level to maintain GCA’s voice and leadership in the public sector arts funding field.</p> <p>Reporting to the Chief Operating Officer, the Executive Director is the top advocate for the arts in Georgia, and the art of Georgia. The Executive Director will work closely with industry partners across the state and will represent Georgia and GDEcD at regional and national levels. The Executive Director must have a thorough understanding of the arts industry and recent trends, and must be familiar with Georgia’s cultural community and assets to make informed policy and programmatic recommendations to agency leadership, industry and community leaders, and elected officials.</p> <p>The Executive Director will be responsible for overall division leadership, strategic planning and cross-division collaboration within GDEcD. The Executive Director is charged with establishing policy for GCA’s grant making portfolio, managing GCA’s budget to maximize impact, providing support and guidance for the division’s three staff members, leadership for the Governor appointed Council for the Arts, and managing the state’s six-hundred-piece collection of art by Georgia artists. The Executive Director is also responsible for the development and execution of GCA programs such as The Governor’s Awards for the Arts & Humanities, The Art of Georgia, Creative Healing, Art as Power: Theatre in Response to Georgia’s Domestic Commercial Sex Exploitation of Minors Crisis and the division’s ongoing work with the Georgia Department of Juvenile Justice and the Georgia Department of Corrections.</p>		

Minimum Qualifications:	<ul style="list-style-type: none"> • Bachelor’s degree in a related field AND 6 years of leadership experience in the economic development/tourism industry, including managing professional level staff. OR 10 years of experience in a closely related position that included 6 years managing professional level staff • Strong oral, written, and interpersonal communication skill • Grants management, and grant writing experience • High level skill and comfort with public speaking • Strong history of building cross-sector collaborations and partnerships • Evidence of visionary leadership and innovative program development • Experience managing budgets • Strategic planning experience • Thorough knowledge of the arts industry; existing relationships with industry leaders 		
Preferred Qualifications:	<ul style="list-style-type: none"> • 8+ years of leadership experience in the arts/economic development industry • Experience working in the intersection of arts and local, state or national government • Experience with public and media relations • Regional and national connections in the arts 		
Travel Required?	Yes	Nights, Weekends Required?	Yes
Deadline:	Open until filled, apply ASAP.		

Application Instructions: To apply for this position, ***you must submit your resumé and cover letter (PDF format preferred) via the link on our careers page at <https://www.georgia.org/about-us/career-job-search>***. If you do not have internet access or require an accommodation because of a disability, please contact GDEcD Human Resources at 404-962-4000 or email jobs@georgia.org.

Additional Information for Applicants: *All qualified candidates will be considered but may not receive an interview. Preference will be given to applicants who meet both the minimum and preferred qualifications. Information on publicly posted social media accounts may be reviewed as part of the screening process. Applicants who are not selected for interviews will not receive notification.*

To be considered for a salary offer above the entry level (if a range is posted), the successful candidate MUST have most of the education and experience qualifications shown as preferred. To receive an offer at the top of the range posted, experience must exceed preferred level. Offers will not exceed the top amount posted.

Applicants selected for hire will be subject to a background check, including a criminal history record check. Depending on the position, the background check may include education verification, credit check, and driving record. Additionally, male applicants between 18 and 26 years of age must present proof of Selective Service Registration if hired.

Please note, if travel is required, the selected candidate will be required to pay travel expenses (hotel, meals, etc.) up front and will be reimbursed within one week of expense statement approval.

GDEcD is an Equal Opportunity Employer