



Enterprise for Equity (E4E) Creatives Specialist for Outreach and Resource Development **10 hours per week - \$25.00 per hour**

Summary:

The Creatives Specialist for Outreach and Resource Development will represent Enterprise for Equity (E4E) in the broader community. This role is responsible for building relationships with community partners, creatives/makers and suppliers in ways that build local wealth and capacity in local creative industries (arts, performance, food/beverage, recreation, etc.). The person filling this position must have experience working independently, conducting research, building relationships, and creating/submitted reports. They will also be able to work remotely and use phone, email, and digital media to perform the necessary duties. This is a grant-supported position through August 2021.

Job duties:

- Develop effective messaging that broadens the definition of creatives/makers and promotes their need for support.
- Strengthen nonprofit/public/private networks to increase collaboration and investment in our creative economy.
- Support BIPOC (Black Indigenous People of Color) caucus of creatives that defines how best to center investment, coordination and commitment that support makers/artists of color.
- Help leverage and streamline relevant technical assistance/funding/resources so that makers are more able to connect the dots to services they need
- Promote relevant Enterprise for Equity business training, financial education, technical assistance, micro-lending, market outreach, and other business essentials that enable makers to thrive.
- Host conversations to map out existing community assets within the creative economy and identify gaps.
- Identify effective community-wide campaigns/events that increase investment in the arts/creative space, foster natural alliances among creatives and advance entertainment, tourism, and cultural value.
- Liaise with public (local, regional, and state) partners to prioritize funding for community/public art and create solutions that ensure affordable spaces are available for small creative businesses to live and do their work.
- Produce meeting minutes, complete reports, track contacts, activities, events and provide clearly written reports.

Qualifications:

- Demonstrated experience working in support of makers/creators
- Experience working with people from diverse communities and cultural backgrounds
- At least two years' previous experience in nonprofit or community development related work
- Demonstrated experience with outreach, community organizing and partner development
- Business skills and/or direct business ownership/management experience
- Self-driven with ability to provide high quality work on time, with integrity and attention to detail.

Skills:

- Experience in and commitment to social justice, diversity, inclusion, and equity priorities
- Demonstrate excellent communication skills, both verbally and written
- Proficiency with all Microsoft Office and Google Suite products
- Ability to conduct and assimilate research and develop reports
- Be highly organized, timely, and professional
- Demonstrate strong presentation, group facilitation skills and be able to speak comfortably in public.

Please send inquiries, cover letters, and resumes to Beth Henriquez: beth@enterpriseforequity.org by October 25, 2020. Position open until filled. www.enterpriseforequity.org

race, color, national origin, sex, age, or disability.