



## **Educational Outreach Program Coordinator**

### **Goal:**

To advance the mission of the League in respect to educational outreach and strategic initiatives. Prioritize the advancement of educational programming and partnerships. Utilize the Craft Stories curriculum as a launchpad for the integration of core programs that impact the future of craft education.

This work will include:

- partnering with schools for craft based educational field trips
- planning and holding workshops/classes in League HQ classrooms
- working with and potentially expanding current apprenticeship programs
- developing strategic partnerships to support arts-based educational programming throughout the region

*Important goals for year one -*

1. Work with and develop an effective Education Committee
2. Advance the work of the Craft Stories video project
3. Strategic design/ planning to create unique initiatives to broaden the League's education program

### **Scope of Work:**

- Create new partnerships with schools/ organizations
- Support artist in residence opportunities/ demonstration events
- Design engagement opportunities which utilize the HQ exhibition space combined with educational opportunities such as lectures, tours or workshops
- Document and articulate the timeline and strategy for educational outreach marketing and engagement initiatives, as a roadmap for the organization
- Create a master planning document inclusive of a timeline, specific action items and budget projections
- Facilitate meetings and strategic design thinking sessions for educators and/or League members to engage the arts community with ideas and possibilities to advance the field of craft and specifically the role of the League
- As requested, create presentations to support the Executive Director and the Board as new ideas or initiatives are considered
- Research and initiate grant or/ fundraising opportunities for the League including assistance with the promotional strategy for the Annual Appeal
- Support the work of the Craft Apprentice Program with Maine Crafts Association and serve as a juror as needed for applicant
- Support League events as needed with administrative support (i.e. closing the space after events that occur outside of traditional work hours) or other tasks as needed - to potentially include InTown Concord First Friday events in November/ December, classes on site at League HQ, initiatives with the Creative Concord committee and educational programming at the Annual Craftsmen's Fair