



*IBA empowers individuals and families to improve their lives and achieve socio-economic mobility through high-quality affordable housing, education, financial and resident empowerment and arts programs.*

We are looking for:

## Artist in Residence

(Part-Time)



### This position is for you if you:

- ▶ Want to be part of a mission-driven organization serving the needs of Boston's Puerto Rican and globally diverse community.
- ▶ Have a highly positive and enthusiastic style; capable of motivating others.
- ▶ Have a passion for assisting in planning large scale events (ie: festivals)
- ▶ Enjoy networking
- ▶ Enjoy working as part of a team
- ▶ Are a problem solver
- ▶ Like working collaboratively to achieve excellence

## ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

### PROGRAM MANAGEMENT AND OPERATIONS:

- Plans, manages and executes year round arts projects from conception to completion around the expression of Puerto Rican artistic traditions.
- Develops arts and culture projects in collaboration with IBA programs. Conducts outreach to and build trusting relationships with residents and community stakeholders.
- Engages and collaborates with local and out of state Puerto Rican artists, cultural institutions, and businesses to develop and promote events that showcase the artists' work, and IBA Arts programming to celebrate Puerto Rican heritage across a range of disciplines
- Works closely with the Director of Arts to build a realistic and sustainable budget.

### PROGRAM STRATEGY:

- In collaboration with the Director of Arts and the CPO, develops year round work plans, objectives and targets based on Program's outcomes and IBA's mission and overall strategy.

### DATA MONITORING:

- Maintains data collection, tracking and reporting to assess the success and cultural impact of the Puerto Rican Arts in Residence program.

### OTHER DUTIES:

- Participates fully in the organization's annual events, Three Kings Day, Membership Drive, Board Election, Festival Betances, and other events related to the community.
- Carries out ad hoc duties as needed.

## GENERAL COMPETENCIES AND QUALIFICATIONS REQUIREMENTS

- Minimum of 3–5 five years of relevant experience in Puerto Rican arts and culture and a professional and/or academic background in any of the following areas: public art, arts administration, curation, fine arts, mixed media, urban design, architecture, sociology, anthropology, urban studies, community development, or other arts-related disciplines.
- Experience working directly with other artists, non-profit organizations and community-based groups.
- Excellent communication and interpersonal abilities, with understanding and appreciation of Puerto Rican cultural nuances artistic communities and trends.
- Strong administrative, organizational skills and attentive to details.
- Effective at working with others to reach common goals and objectives.
- Experience working in an urban community with diverse population.
- Able to work flexible schedule.
- Familiarity with budget management.

## COMPENSATION AND BENEFITS

IBA is proud to offer very competitive hourly wage of \$33.00 an hour or \$42,900.00 annualized, commensurate with experience, and a robust benefit plan that includes an 80/20 premium cost share for comprehensive health, dental and vision insurance; a generous HRA provided by the company (\$9,450 or \$18,900 based on single and family coverage) and other built in supports that significantly reduces or eliminates out of pocket medical expenses. We offer a 403b plan with annual employer contribution, and generous paid time off.



### Work Culture:

IBA is located in Boston's historic South End in an ethnic and culturally rich Latinx community. IBA management and staff represent the community as majority Spanish bilingual. Our commitment to inclusion, equity and empowerment is inherent in IBA's mission, imbedded in our values and demonstrated in the ways we work together to achieve mission impact and outcome goals.

To apply please submit a resume and cover letter to:

[ibaboston.isolvedhire.com](http://ibaboston.isolvedhire.com)



**Organization:** Inquilinos Boricuas en Acción, Inc.

**Location:** Boston, MA

**FLSA Classification:** Non-Exempt

**Supervisor:** Director of Arts

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As an EOE/AA employer, IBA will not discriminate in its employment practices due to an applicant's race, color, religion, sex, national origin, sexual orientation, gender identification, veteran, or disability status.