

**Rockport Cultural Arts District**  
**Executive Director**  
**Position Profile**

The Rockport Cultural Arts District, established in 2016, is a 501 ©(3) non-profit organization whose mission is to celebrate the unique character of our coastal community today while empowering artists, entrepreneurs and visionaries to ensure progress and vitality for tomorrow.

**Position Summary:**

- Advocate for the Rockport Cultural Arts District’s mission and goals; build and effectively articulate the shared vision for the District
- Carry out responsibilities of overall management, strategic, fiscal planning, directives, and goals as agreed by the Board
- Lead collaboration and economic development initiatives for The District through cultural arts, incorporating strategic and business planning processes

**Duties and Responsibilities:**

- Expand the District’s profile and impact through creative alliances and programs
- Increase visibility of the District through development, marketing, public relations, speaking engagements, publications, conferences, meetings and other gatherings of public and private organization institutions
- Develop current and grow relationships with governmental / public officials in support of the Cultural Arts in Aransas County
- Collaborate with the District Board on maintenance of all financial responsibilities, administration, information, accounts receivable, accounts payable, and receipt of donations and/or grant awards
- Serve as ad hoc member of all board subcommittees, build Board involvement for ongoing operations, as well as to achieve strategic goals
- All other duties as assigned.

**Fund Raising and Development:**

- Recommend to the Board long-range development plans, including budget projections and fund-raising goals.
- Identify and monitor needs, issues, trends and developments in areas of non-profit revenue generation, non-profit giving from the private sector and collaboration opportunities

**Qualifications and Attributes:**

- Bachelor degree / Master's degree preferred
- Five to nine years executive management experience in the arts or closely related field preferred
- Excellent communication skills, written and oral
- Proven organizational skills with measurable follow through ability
- Consensus building talents to establish positive and enthusiastic working relationships
- Exhibit integrity, respect, and regard for others in all situations

Compensation:

- Salary commensurate with experience
- Salary only position (benefits excluded)

Please send resume, cover letter and salary expectation to Jennifer Day at [jdayrose@gmail.com](mailto:jdayrose@gmail.com) or mail to Rockport Cultural Arts District, 902 E. Cornwall, Rockport, TX 78382.

Website <http://rockportculturalartsdistrict.com>