

EXECUTIVE DIRECTOR

Mississippi Arts and Entertainment Center

The Mississippi Arts and Entertainment Center (MAEC) seeks a dynamic and visionary executive director to lead the Center to the realization of its mission to preserve, promote, display and honor the artistic talents of Mississippi artists.

From literary giants like Richard Wright, Eudora Welty, William Faulkner and Tennessee Williams to musical greats Elvis Presley, Robert Johnson, BB King, Leontyne Price and Faith Hill to actors Morgan Freeman, James Earl Jones and Sela Ward, to name but a few, Mississippi prides itself on the contributions its citizens have made to the cultural fabric of our country, and the world.

MAEC, a newly formed not-profit organization, seeks to present the work of these and other notable Mississippi artists in a manner that will preserve the artistic and cultural contributions they have created for future audiences to experience and enjoy.

Situated on the beautiful Bonita Lakes in Meridian, Mississippi, the center will include an exhibition space, an amphitheatre and artists workshop in an environment that will celebrate the work of this state's finest artists and draw audiences to first class performances, exhibitions and demonstrations.

The MAEC board of directors plans to hire an executive director to guide the organization from the planning stage to reality. The ideal candidate will show

- A demonstrated track record for fundraising in both private and government sectors;
- Experience in board, staff and, ultimately, audience development;
- The ability to liaison with elected officials on the state and federal levels for legislative support;
- Extensive professional contacts; and
- Experience in marketing and promotion;

Furthermore, the best candidate will demonstrate

- The ability to develop a statewide consortium of arts administrators who will serve as a resource committee;
- Building strong relationships with members of the print and broadcast media;
- Experience in supervising a clerical staff;
- Building partnerships between the board of directors and architects, construction personnel, members of the media, and other individuals/businesses whose involvement will prove necessary to the development of MAEC; and
- Supervising the planning and implementation of a speakers' bureau

Minimum qualifications: Master's degree in relevant field or a bachelor's degree and equivalent work experience.

The key responsibilities of the executive director for the first two years will be building a strong network of support among national and regional funders as well as state and national elected officials.

The candidate should have at least three years experience in a similar position in a non-profit arts organization, be familiar with and devoted to Mississippi's great wealth of artists and entertainers, be self-motivated, detail-oriented and possess excellent written and oral communications skills. The candidate will work closely with MAEC board of director and regularly create informational reports for monthly meetings. The job is based in Meridian, Mississippi. Night and weekend work and some travel will be required.

Starting salary range is \$80,000-\$100,000 commensurate with experience and qualifications.

Please submit a letter of application, resume, transcript and the names, addresses and phone numbers of at least four references to the Mississippi Arts and Entertainment Center, P.O. box 1430, Meridian, MS 39302, with submission postmarked no later than December 31, 2003.

MAEC does not discriminate on the basis of race, color, national or ethnic origin, religion, age, sex, handicap or marital status. All qualified individuals are encouraged to apply. AA/EOE.