



[https://sparcinla.org/job/the-great-wall-institute-director\\_\\_trashed/](https://sparcinla.org/job/the-great-wall-institute-director__trashed/)

## The Great Wall Institute Director

### Description

SPARC is seeking a Director for The Great Wall Institute, an 8-year initiative to extend The Great Wall of Los Angeles Mural, located in the San Fernando Valley in the Los Angeles River. The Great Wall Institute Director will work with the creator of the Great Wall, internationally known artist and SPARC Artistic Director, Judy Baca and her SPARC team to continue and to enhance an established community design process, and to identify and acquire a mural facility to bring the Great Wall monument to completion. The Great Wall Institute Director will administrate and facilitate the production of the Great Wall, managing a dedicated project manager, staff and contractors. Additionally, this position will manage and staff the Great Wall Institute team to efficiently and safely ensure that the Great Wall's artistic vision is realized and maintained long-term. The project's artistic team will conduct research and create machettes for each decade of the now ½ mile long historical mural for full scale painting production with a team of mural artists and youth at the Great Wall Institute. SPARC seeks a professional for this position who is committed to socially relevant art and passionate about working for social change on this national historic site.

The Great Wall Institute's Director will oversee state, county, city and community partnerships. Youth engagement efforts include supervising curriculum development and support programs at the institute, support content development, provide administrative support for the program, and oversee the development of social media and marketing content. They will assess opportunities and partnerships, evaluating the conditions to estimate and understand the cost of acquiring and operating the Great Wall Institute facility. They will be responsible for ensuring that project milestones are completed on schedule by coordinating all of the facets of the Institute, including the installations of each decade at the Great Wall mural site inside the Tujunga Wash.

### Responsibilities

#### Management

- Fundraising, grant writing and grant administration for the Institute's activities to promote the work and obtain additional financial support for the project.
- Identify and acquire Great Wall Institute facility, and supervise the outfitting and operation of the Institute.
- Hiring of support staff for the Institute.
- Support the Artistic Director and research group with identifying and sourcing contributing scholars, oral historians, and community participants.
- Facilitate and oversee project documentation, both written and visual.

#### Government/Community Partnerships and Youth Engagement

- Supervise and coordinate Institute initiatives with community partners and stakeholders, including local organizations, local government, artists, suppliers, consultants and contractors.
- Generating/facilitating networking and event opportunities to promote the

### Hiring organization

SPARC

### Employment Type

Full-time

### Base Salary

\$ 75,000 - \$ 80,000

### Date posted

September 28, 2022

Institute's work in the community.

- Work collaboratively with external institutional partners to develop curriculum for the youth engagement program.
- Supervise the creation of articles and publications on the Great Wall Institute.
- Provide public presentations when required/requested.

## Qualifications

- 5+ years of senior leadership in a non-profit or government setting required.
- 4+ years of project management preferred.
- Excellent written and verbal communication skills; Spanish-speaking candidates strongly preferred.
- Development and fundraising experience in a non-profit setting required.
- BA degree in public administration, political science, fine arts, nonprofit management, urban planning, accounting, business, architecture, construction or related field.
- Master's degree is strongly preferred.
- Leadership and team building skills; able to work collaboratively and communicate effectively with teams.
- Comfortable with working across diverse leader, stakeholder and community groups.
- Experience managing budgets, finance and cost management; project based accounting and reporting required.
- Knowledge of project management software such as Asana required.
- Working knowledge of Adobe Creative Cloud, G-Suite, Microsoft Office, and project base accounting software.
- Familiar with US / California History.

This is a full time position with a competitive benefits package. Salary is competitive and commensurate with experience.

## Submitting an Application

Please submit a resume, cover letter and 3-5 references to Operations Director, Saba Karen Tekle at [saba@sparcinla.org](mailto:saba@sparcinla.org), [gloria@sparcinla.org](mailto:gloria@sparcinla.org) and [jobs@sparcinla.org](mailto:jobs@sparcinla.org).

Please also include the following in your submission:

- Work examples of previously managed projects
- Writing samples including but not limited to: grant writing, article or publication

This is a full-time position with a competitive benefits package. Salary is \$75-80k per year. Salary is competitive and commensurate with experience.