Arts and Culture Program Manager

The US Water Alliance believes that arts and culture can help find enduring solutions for many of the pressing challenges facing the water sector. We seek an Arts and Culture Program Manager who will work closely with and be supported by Alliance leadership, program staff, and the Senior Fellow of Arts and Culture to advance our mission. The right candidate will have a passion for the potential for working with artists and integrating creative strategies to make water systems visible, engage and educate the public in new ways, and help us rethink how we plan and design water infrastructure projects.

If you’re excited about this role and our mission we encourage you to apply—even if you don’t believe you meet every single requirement or qualification in this job description!

About the US Water Alliance

The US Water Alliance advances policies and programs to secure a sustainable water future for all. Established in 2008, the Alliance is a nonprofit organization that brings together diverse interests to identify and advance common-ground, achievable solutions to our nation’s most pressing water challenges. Our members and partners include community leaders, water providers, public officials, business leaders, environmental organizations, policy organizations, and more. We:

- **Educate the nation about the true value of water and water equity**, as well as the need for investment in water systems. Our innovative approaches to building public and political will, best-in-class communications tools, high-impact events, media coverage, and publications are educating and inspiring the nation about how water is essential and in need of investment.
- **Accelerate the adoption of One Water principles and solutions** that effectively manage water resources and advance a better quality of life for all. As an honest broker and action catalyst, we convene diverse interests to identify and advance practical, achievable solutions to our nation’s most pressing water challenges. We do this through our strategic initiatives and One Water Hub, which offer high-quality opportunities for knowledge building and peer exchange. We develop forward-looking and inclusive water policies and programs, and we build coalitions that will change the face of water management for decades to come.
- **Celebrate what works in innovative water management.** We shine a light on groundbreaking work through storytelling, analysis of successful approaches, and special recognition programs that demonstrate how water leaders are building stronger communities and a stronger America.

Position Overview

Reporting to the Director of Brand and Communications, the Arts and Culture Program Manager will further the One Water mission by expanding the water sector’s understanding of arts and culture and capacity to integrate creative thinking and problem solving around water issues. The Program Manager will be responsible for managing and evolving existing arts programs—the Water, Arts, and Culture
Accelerator, Artist-in-Residence, and the One Water Summit Arts and Culture programming—as well as integrating arts and creative approaches throughout the work of the Alliance and in our network more broadly. This will include an exploration with leadership of culture in the water sector, development of a network of artists, creative strategists, and culture bearers (name TBD), and other strategic efforts to support, challenge, and grow arts integration and effective water-arts partnerships with our members and partners.

Responsibilities

Overarching arts and culture strategy and thought leadership
- Participate in strategic development and planning for the Alliance’s Arts and Culture work, including identifying strategies that support the Alliance’s mission and water-related goals.
- Serve as a thought partner and collaborator across all Alliance programs, including enhancing arts and culture integration in Water Equity, Climate Action, One Water Hub, and policy work.
- Represent the Alliance on advisory or working groups and present at relevant internal or external conferences/webinars, as agreed upon with supervisor.
- Develop and maintain knowledge on working with diverse artists and integrate a wide range of arts and culture strategies for the water sector including creative placemaking, cultural organizing, participatory art, and other process-focused approaches.
- Create and support external communications including press releases, social media copy, email newsletters, funder reports, blog posts, program reports, and others as identified.

Water, Arts, and Culture Accelerator
- Guide and manage an annual Accelerator program including shaping objectives, content, partners, and speakers
- Recruit four to seven utility-artist teams including application development, review, and selection
- Support team progress towards milestones through work plan development, agreement creation, progress and milestone check-ins, and coordinating Alliance support for teams

Arts and Culture Network (name TBD)
- Recruit, engage, and collaborate with a network of artists, creative strategists, and culture bearers working on water issues, including existing Alliance artist collaborators.
- Facilitate engagement and training to deepen the group’s understanding of One Water and to expand the community of practice across the Alliance network.
- Support the Alliance member network (including Accelerator utility partners) to connect and engage with Affinity Group members.

Events and One Water Summit Arts and Culture Programming
- Provide thought leadership to the development of the One Water Summit, helping to design the event and integrating the artistic process/thinking/mindset into Summit activities, plenaries, workshops, and site visits.
- Develop an artist-led workshop at each One Water Summit, building off learnings from the Arts Accelerator and Affinity Group including description, speaker ideas, invitations, and speaker preparation.
- Serve as facilitator, moderator, and/or speaker for arts-related workshops, peer dialogues, or institutes as needed.
o Provide thought leadership, oversee planning, and support logistics for arts and cultural activities such as performances, Water Bar, installations, indigenous acknowledgment, and learnings.

o Lead the design, nomination, and review for annual National Arts & Culture Delegation and track participants over time (including integrating delegates into Arts Affinity Group).

o Serve as point of contact for National Arts & Culture Delegation, including registration/travel, pre-call on One Water, planning commitments to action, and networking with other delegations.

Program Management

o Collaborate with the Senior Fellow of Arts and Culture, Artist-in-Residence, and Alliance leadership to incorporate new ideas and strategies across the organization; coordinate relevant engagement with Arts Accelerator, to-be-named artist network, and One Water Summit.

o Provide logistic support for the Artist-in-Residence application and onboarding and off-boarding process; assist with writing, research, and network support throughout the duration of the AIR term as assigned with supervisor.

o Support fund development, evaluation, and reporting for the Arts and Culture Program. This may include setting up calls, creating presentations, or providing logistic support for funder briefings and drafting sections of grant proposals and interim/final reports.

o Track all project agreements and finances, such as team MOUs (artist and utility), invoices, payment processes for participation stipends, and budget/costs.

o Develop and maintain annual program work plan and track goals, progress, and emerging needs.

o Maintain Salesforce database to track engagement within and across all program activities of artists and Alliance members

What you may bring to this role

- Experience and passion:
  o A bachelor’s degree or minimum of five years of experience commensurate with the requirements of the position
  o Experience and networks in the arts or creative sectors, as a creative practitioner or facilitator
  o Broad knowledge of the spectrum of artistic and cultural practices, especially those that are community-based and participatory or process-oriented.
  o A passion for the potential for artists and culture bearers to collaborate with water leaders and accelerate the One Water movement.
  o Demonstrated experience in centering equity in your work
  o Experience building and working with groups across stakeholder groups (e.g., government, artists, businesses, and community leaders)

- Excellent visual and verbal communications skills with demonstrated experience writing about complex topics for a variety of non-technical audiences

- Self-starter with a growth mindset:
  o Curiosity, flexibility, and an eagerness to learn and grow
  o Desire to be truly helpful to your leaders and co-workers, taking the initiative and going the extra mile without being asked
  o Willingness to take on new challenges

- Critical, independent, and creative-thinking
• Strong organizational and planning skills with an ability to track and manage multiple initiatives simultaneously
• The ability to:
  o Develop trust with internal and external stakeholders
  o Navigate diverse stakeholder expectations
  o Make independent decisions following standard policies and procedures and work independently with limited supervision while exercising good judgment on conferring with others
  o Balance team and individual responsibilities and support others’ efforts to succeed
  o Function in a fast-paced environment, make simultaneous progress on multiple tasks, and meet deadlines
• Experience with:
  o Microsoft Office Suite
  o Virtual meeting platforms (MS Teams, Zoom, etc.)
  o Social media platform(s)

Compensation and Location
In addition to a competitive salary that is commensurate with experience and in line with the organization’s budget, the US Water Alliance offers an excellent benefits package that includes paid vacation, health, vision, and dental insurance, and a 401(k) retirement plan (with generous employer matching after one year). Qualified candidates will be considered regardless of location. While most work is performed remotely, some travel may be required for occasional onsite events and gatherings.

To Apply
Please send your CV/resume and a cover letter to hr@uswateralliance.org with “Arts and Culture Program Manager” in the subject line.

The US Water Alliance is committed to building and maintaining a diverse staff and a welcoming workplace for all.