The Appalachian Center for Craft is a satellite campus of Tennessee Tech University comprising 87,000 sq. ft. of studios, galleries, housing and other facilities located on more than 500 wooded acres overlooking Center Hill Lake. The Center houses BFA program concentrations in clay, fiber, glass, metals and wood. Art history, foundations and general education curricula are located at TTU’s main campus, where art education and painting concentrations are based, and where a new interdisciplinary program in graphic design is being planned. The Craft Center offers an Artist in Residence program, exhibition and sales galleries, workshop programs, K-12 outreach programs and other public programs. Our unique partnership of studio instruction and research, exhibitions and craft marketing, and workshops and community outreach is dedicated to promoting excellence in American craft.

DIRECTOR - Appalachian Center for Craft

ESSENTIAL FUNCTIONS: Provide the vision and skills to develop and articulate the programs that fulfill the mission of the Appalachian Center for Craft. Provide leadership for the faculty, staff and students who realize that mission. Advocate the Craft Center to higher education administration and numerous public and private entities. Develop and implement fundraising efforts to support the Center's programs. Coordinate the operation of the academic program with the Chair of Art, and collaborate on academic recruitment. Oversee and assess development of workshop, exhibition and sales galleries, and overall marketing of Craft Center programs. Oversee planning, budgeting, assessment, and reporting for all Craft Center programs.

QUALIFICATIONS—Required: A master’s degree in arts administration, or a graduate degree in an appropriate visual arts field, and a minimum of two years cumulative professional experience programming and/or managing and/or marketing visual arts programs at established public or private organizations; or a relevant undergraduate degree and three or more years cumulative professional experience programming and/or managing and/or marketing visual arts programs at established public or private organizations. Excellent oral and written communication skills. Preferred: Leadership experience in an organization providing visual arts programs. Experience developing and promoting craft programs. Demonstrated expertise in historical and contemporary studio craft movements. Experience managing active studio programs. Experience with public and/or community arts programs. Experience with strategic planning and program development. Experience with current use of technology and web-enhanced marketing. Fundraising experience. Ability to effectively supervise personnel, resolve personnel issues, and conduct performance evaluations. Experience with budget planning and management.

APPLICATION PROCEDURE: Applicants will be required to apply online at https://jobs.tntech.edu/ and electronically upload a cover letter, curriculum vitae, copy of transcripts (Official transcripts required upon hire), a statement (limit 1000 words - upload under Other Document) indicating how the candidate would envision the future direction of Craft Center programs and initial steps that might be taken to raise the Center’s profile, and email addresses for a minimum of three professional references at time of application. References will be contacted via email to provide a reference letter. Submission of materials is the applicant’s responsibility. Applications without all required materials are incomplete and will not be considered. Screening Date March 15, 2012 (open until filled). Candidates may submit up to three items by mail representing relevant professional accomplishments, such as published materials about programs managed, reports of organizations supervised, catalogs of exhibitions organized, CDs or DVDs with images (10 or less) or video (limit 5 minutes) representing artistic productions to which the candidates involvement is relevant to this position. All submitted materials become the property of TTU and will not be returned. Direct questions to 931/372-3051 or email wdoubet@tntech.edu. Submit to: Director Search, Appalachian Center for Craft Tennessee Tech University Box 5106 Cookeville TN 38505

Salary commensurate with education and experience; Administrative pay grade 4B. Benefits include the accumulation of two vacation days per month and one sick leave day per month, and thirteen (13) University holidays. Other benefits include medical and life insurance (shared cost with the university), retirement, optional 401k, and educational benefits.

If you are interested in employment opportunities at Tennessee Technological University, or if an accommodation for a disability is required, contact the Office of Human Resource Services, Room 146, Derryberry Hall, Box 5132, Tennessee Technological University, Cookeville, Tennessee 38585-0001; phone (931) 372-3034. Visit our web site at www.tntech.edu

WE COMPLY WITH THE AMERICANS WITH DISABILITIES ACT OF 1990.