

Monday, November 30, 2015

## Managing Director with John Jasperse Projects

Company: John Jasperse Projects/Thin Man Dance, Inc.  
Location: New York, NY  
Compensation: Commensurate with experience

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### Summary

John Jasperse Projects seeks a dedicated arts administrator for the position of Managing Director. Working closely with Artistic Director John Jasperse, the Managing Director will provide organizational leadership and participate in the development of innovative strategies to cultivate resiliency in response to the changing climate in the field of contemporary dance. Creative flexibility in working within modestly resourced circumstances is a central requirement. The position will also oversee day-to-day operations of the organization.

John Jasperse Projects/Thin Man Dance, Inc. is a non-profit production structure supporting the artistic work of choreographer John Jasperse. The organization's primary focus is the presentation of live performances of contemporary dance; surrounding this, JJP engages in a broad range of residency activities in the U.S. and abroad. Jasperse sees the primary responsibility of the artist in society as that of inciting awakening, both in the artistic team through the process of creation and, in turn, in the audience, through their experience of performance. The core values of the work are centered in experimentation and the expansion of the field of dance as a performance form.

### Core Responsibilities

**Presenting partners:** Coordinating with current presenting partners, maintaining existing relationships and cultivating potential future collaboration with national and international presenters.

**Individual Donor Cultivation:** working with already engaged consultant in implementation of current donor cultivation initiative and further expansion thereof including but not limited to special event planning and assisting in board growth.

**Institutional Development:** Working with Development Associate in cultivation of institutional donor relationships.

**Production support:** Assisting in all aspects of production support including project planning, budgeting, communicating between production and artistic staff and providing hands on logistical support.

**Tour Management:** coordinating travel and related logistics for touring and residencies.

**Administration:** Overseeing day-to-day company operations, maintaining administrative systems and record keeping, overseeing JJP's social media sites and website, and general office duties.

**Audience engagement events:** JJP offers a wide range of audience engagement events throughout all five boroughs of NYC. The Managing Director will cultivate community partners, plan events, coordinate participating artists, and promote events through eblasts, social media sites and other relevant online platforms.

### Qualifications

The ideal candidate would have a comprehensive understanding of the workings of a contemporary dance company and established relationships with key presenters and funders in the field. Other relevant experience would include non-profit administrative experience, production oversight, project budgeting, community outreach and tour/residency management.

This job is a part-time position with compensation dependent on experience.

Thin Man Dance is committed to diversity in all its forms. People of all genders and people of color are encouraged to apply for this position. Interested candidates should submit a cover letter detailing your qualifications for this position and a professional/administrative resume to [info@johnjasperse.org](mailto:info@johnjasperse.org). No phone calls, please.

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