

Monday, May 18, 2020

Project Leader, Foundations of Inclusion and Accessibility: Building Organizational Capacity in Cultural Institutions

Company: Museum, Arts and Culture Access Consortium (MAC)
Location: New York, NY
Compensation: \$50/hour

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The Project Leader for Foundations of Inclusion and Accessibility: Building Organizations Capacity in Cultural Institutions, at the Museum, Arts and Culture Access Consortium (MAC) leads this project, a grant-funded project designed to build capacity to engage people with disabilities at four arts organizations across New York City. This dynamic and creative leader will be tasked with charting strategy for the 18- month project and managing a team of consultants working with a diverse set of cultural institutions.

An integral part of the MAC team, the Project Leader will report to the MAC Officers. Duties include but are not limited to:

- Strategize key goals for each of the four partner organizations, including community museums, culturally-specific collections and dance organizations throughout Brooklyn, the Bronx and Manhattan, through meetings, program observations and staff interviews
- Oversee accessibility audits that address both ADA compliance and best practices in cultural accessibility and universal design
- Plan and facilitate trainings in response to partner organizations' needs, develop training materials, deliver trainings, assess trainings and create systems for training continuation beyond the grant period
- Respond to critical needs in the field by setting future programs and directions for the project in collaboration with the MAC Steering Committee
- Build key relationships in both the cultural field and disability services field to further the goals of the project
- Develop content and guide the creation of resources for the website
- Plan and facilitate professional development workshops
- Serve as Museum, Arts and Culture Access Consortium leadership and attend steering committee meetings and officer meetings (approx 3 hours per month)
- Select, onboard, and supervise a team of consultants and interns with a wide range of disabilities

Ideal candidate will have:

- Personal and/or professional experience with disability communities
- An understanding of accessibility across disability groups, ideally in a cultural setting
- Applied knowledge of local, state and federal law, including 504, Local Law 58 and the Americans with Disabilities Act
- Strong skills in collaboration with a wide range of stakeholders, including institutions large and small and ability to work independently and in teams
- Proven experience designing and leading accessibility trainings
- Proven experience following a project from ideation to assessment, including managing complex projects and consultants

- Independent and self-motivated worker, with ability to work remotely
- Ability to plan and achieve short and long-term goals driven by the mission and goals of MAC and accompanying four partner organizations
- Strong documentation, coordination, and writing skills with a variety of digital platforms
- Fluency working with culturally-specific audience groups in under-represented communities
- Ability to travel throughout NYC to observe programs and lead trainings
- Demonstrated passion for inclusion and equity in arts accessibility

Rate of Pay: \$50/hour

Approximately 10 hours/week

Applications Due: June 15th, 2020

Estimated Start Date: Immediately

Candidates with disabilities, individuals who speak multiple languages, and people of color are highly encouraged to apply.

Museum, Arts and Culture Access Consortium (MAC) is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

Application Process: Send cover letter and resume to admin@macaccess.org. If you require an accommodation to submit your application, please contact admin@macaccess.org.

Museum, Arts and Culture Access Consortium (MAC)
New York, NY
<https://macaccess.org/>

For more information:
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