



SMART GROWTH AND REGIONAL COLLABORATION

## Arts & Culture Fellow

**Salary: \$50,000 - \$60,000 annually**

The Metropolitan Area Planning Council (MAPC) seeks an Arts & Culture Fellow to serve as a key member of our Arts & Culture Planning Division. The Fellow will serve a two-year term and work with other staff at MAPC, as well as external partners, on local and regional planning and community development projects and initiatives that help cities, towns, and neighborhoods to become more culturally vibrant, open to artistic expression, and welcoming to people of many backgrounds.

The Arts & Culture Division is a team of urban planners and artists dedicated to engaging arts and culture in planning and public policy through local planning projects, research, advocacy, and training. This is an opportunity to work in a dynamic, interdisciplinary, and innovative environment with professionals who are committed to building a more sustainable and equitable future for everyone who lives and works in Greater Boston.

## About MAPC

MAPC is the Regional Planning Agency (RPA) serving the people who live and work in metropolitan Boston. Our mission is to promote smart growth and regional collaboration. We are guided by *MetroFuture: Making a Greater Boston Region*, our regional policy plan for a more sustainable and equitable future, which was adopted in 2008. We are currently working on a successor regional plan, *MetroCommon2050: Shaping the Region Together*, which we expect to complete by 2020.

MAPC works toward sound municipal management, sustainable land use, protection of natural resources, efficient and affordable transportation, a diverse housing stock, public safety, economic development, clean energy, healthy communities, an informed public, and equity and opportunity among people of all backgrounds.

We encourage all of our staff to develop new ideas to make MAPC's planning and policy work more relevant and impactful, and to adapt to changing times. We strongly support the professional development of each and every staff person, believing their growth to be consistent with the best interests of MAPC and the region.

MAPC's staff includes approximately 100 full-time employees located in downtown Boston in a transit-accessible and bike-friendly office. For more information about MAPC, *MetroFuture*, and *MetroCommon2050*, please visit [www.mapc.org](http://www.mapc.org).

## Responsibilities

- Staffing cultural planning and creative placemaking projects and assisting with responsibilities such as research, writing, community engagement and organizing, strategy development, facilitation, and event planning;

- Helping to implement our community partnerships strategy: establishing relationships with community-based organizations and arts and cultural groups as part of our project work;
- Assisting with the design and execution of arts and culture-focused workshops and trainings for planners, community developers, community organizers, and artists;
- Assisting with research and advocacy to improve local and state laws, regulations, policies, and programs that can help arts and culture to thrive;
- Assisting with the documentation of Arts & Culture Division projects and other research and writing that can be shared on our educational platform, the MAPC Arts & Planning Toolkit;
- Assisting with the integration of arts and culture into other local and regional planning projects, including the agency's two-year initiative to develop *MetroCommon2050*, the next regional plan for Metro Boston;
- Expanding the visibility and impact of MAPC's arts and culture planning work through attendance and/or presentations at local and regional events and conferences; and
- Conducting other activities as assigned to implement the work plan of the Arts & Culture Division and more broadly, the goals of the *MetroFuture* regional plan.

**Evening meetings, occasional weekend meetings, and local and regional travel are a responsibility for this position.**

### **Typical Qualifications**

Candidates must have a minimum of three years of relevant professional and/or academic experience in any of the following areas: community development, urban studies, urban planning, urban design, architecture, curation, social practice, public art, mixed media, or other arts-related disciplines. Preference will be given to candidates whose interests and background combine arts and culture with another relevant area of expertise. Experience working directly with other artists, non-profit organizations, community-based groups, and local government is desired.

Successful candidates will demonstrate all or most of the following:

- Knowledge of or experience with one or more areas of arts and culture practice, such as: arts-based community development, urban design, cultural planning, cultural asset mapping, creative placemaking, cultural economic development, historic preservation and heritage, arts education, public art, and/or social practice art/socially engaged art;
- Experience with community engagement, organizing, and/or facilitation and in working effectively with community-based groups, communities of color, artists and arts organizations;
- Knowledge of or experience in conducting research in areas that can inform our cultural planning and creative placemaking/creative community development practice;
- Entrepreneurial work ethic, strong organizational skills, and attention to detail, including:
  - experience undertaking assigned work in a self-directed manner, meeting deadlines and budget limits; and
  - ability to communicate ideas effectively through verbal presentations and written documents;
- Ability to work with people in a range of settings, including diverse urban neighborhoods in cities, suburban centers, and/or small or rural communities; and
- Ability to work collaboratively in an interdisciplinary setting with colleagues as well as external partners.

Additional desired skills and experience (a plus, but not required):

- Experience collecting or working with qualitative or quantitative data, including data collected through participatory action research, ethnographic research, and other methods;
- Skills in graphic design or web design; experience with software and platforms such as WordPress, Illustrator, Photoshop, InDesign, or social media platforms;
- Knowledge of federal, state and local land use policy issues, laws, regulations, and programs; and
- Experience interacting with local elected and appointed officials.

### **Compensation and Benefits**

The starting annual salary ranges from \$50,000 – \$60,000 depending on qualifications and experience. This is a full-time exempt position for a two-year term. MAPC offers excellent Massachusetts state employee benefits as well as a flexible, supportive, and family-friendly work environment and a commitment to ongoing professional development.

### **Apply To**

Apply online at [www.mapc.org/jobs](http://www.mapc.org/jobs). Please attach a cover letter and resume. A review of applications will begin immediately. Applications will be reviewed on a rolling basis until the position is filled. Candidates must have legal authorization to work in the USA and a valid driver's license and/or the ability to arrange transportation to meetings in different parts of the region.

**MAPC is an EOE/AA employer. We take pride in the diversity of our workforce and encourage all qualified persons to apply.**