

THE NEW HARMONY PROJECT

*Great writing can
change the world!*

Executive Artistic Director

Position Profile

About Us

Our Mission

The New Harmony Project is a national arts organization whose mission is to nurture writers in the development of scripts and new works that interrogate the complexity of hope. Through artist-centered programming, we care for writers so they can change the world.

Our Vision

In 2022, The New Harmony Project adopted a new strategic vision focused on building a more just, equitable, antiracist, and impactful organization. **People are the priority of this vision**; we will change the **who** in order to change the **what** and **how**, as we continue to serve as a creative wellspring for writers and artists.

Our Values

- We will prioritize people over process, programs, or products.
- We will be just, equitable, and antiracist.
- We will build relationships that are authentic, mutually supportive, and in service to the needs of each person and project.
- We will build community by connecting people to themselves and one another.
- We will hold ourselves accountable.

Our History

For more than three decades, The New Harmony Project has served a vital role in the development of new work for the stage, screen, and new media. Over the course of three decades, we have served more than 375 writers including Pulitzer Prize, Tony, Emmy, and Academy Award-winners. Recent participants include Rajiv Joseph, Erika Dickerson-Despenza, Donnetta Lavinia Grays, Vichet Chum, Sharon Washington, Isaac Gómez, Jonathan Spector, Kareem Fahmy, Ngozi Anyanwu, and many more. The NHP community is extensive, with alumni currently represented in major regional theaters across the country, on television, in film, and on Broadway. We have a strong history of local partnerships with Indiana-based theaters, and have cultivated exciting collaborations with Steppenwolf Theatre Company and the Kennedy Center American College Theatre Festival, amongst other national organizations. The New Harmony Project continues to offer world-class developmental support to writers and artists, and is poised to expand its reach and impact under the guidance of its next leader.

Position Overview

The New Harmony Project is now seeking an **Executive Artistic Director** to lead the organization into the next cycle of growth and development to further its mission of supporting writers and artists creating work that interrogates the complexity of hope. As the field continues to navigate the ongoing return to in-person programming, the organization is simultaneously making strides forward in accomplishing its newly adopted, equity-centered strategic plan, and working to become an antiracist entity. We are looking for an Executive Artistic Director who excels in strategic and high-level visioning, demonstrates a passion for writers and artists, builds, implements, and oversees evidence-based operations models, and is invigorated by collaborating with the various communities (national artistic, Central & Southern Indiana) that The New Harmony Project serves.

The Executive Artistic Director will succeed a two-person leadership team in a new organizational structure that centralizes leadership responsibilities. As part of this restructuring, the incoming Executive Artistic Director will have the opportunity to immediately hire a full-time Associate Artistic Director to develop and support NHP's programmatic efforts. The current Director of Advancement rounds out NHP's full-time staff. The New Harmony Project also utilizes part-time contractors to support its programs and operations, and the Executive Artistic Director will be responsible for supervising those staff positions.

This is a unique juncture in the organization's life, and candidates must be prepared for the opportunities and challenges that are presented in this moment of transition. The Board of Directors is committed to the short and long-term success of the incoming Executive Artistic Director through internal and external resources that will support their success. Applicants should be prepared to identify and mobilize the many strengths of the organization and should be inspired by working alongside the existing board and staff to navigate this evolution of The New Harmony Project.

Responsibilities and Duties

The Executive Artistic Director will be primarily responsible for:

- ❖ Building relationships that can cultivate financial support, expand programmatic activities, and increase organizational capacity.
- ❖ Honing our strategic vision and defining operational needs to support that work.
- ❖ Managing the budget process and stewarding the ongoing fiscal health of the organization.
- ❖ Working alongside a committed Board of Directors to guide The New Harmony Project into the next generation of support for writers and artists.
- ❖ Leading a committed staff to ensure operations are effective and efficient.
- ❖ Establishing and maintaining evidence-based practices to ensure all NHP policies and procedures continue to support the work of becoming an antiracist institution.

- ❖ Ensuring that The New Harmony Project's stated values inform and underlie the relationships with staff, volunteers, writers, vendors, funders, and others with whom The Project is engaged.

Specifically, the Executive Artistic Director will serve as the senior leader of The New Harmony Project, with the following responsibilities:

- ❖ Organizational Leadership
 - Work in close partnership with The New Harmony Project Board of Directors to fulfill the mission of the organization.
 - Foster a collaborative, professional, and positive environment where programming, systems, and structures are developed and maintained.
 - Uphold the stated values of The New Harmony Project and implement the strategic directions articulated in NHP's recently adopted strategic plan.
 - Regularly evaluate the efficacy of the programs, mission, vision, and values of The New Harmony Project to meet changing internal and external dynamics, in partnership with the Board of Directors.
 - Manage staff of The New Harmony Project by ensuring clarity of goals and directions, sufficient resources and support, and fidelity to equitable and antiracist practices.
- ❖ Planning
 - Establish annual goals that advance the organization's strategic direction to become more just, equitable, antiracist, and impactful.
 - Create and implement annual strategic, operating, and fund development plans.
 - Work with the Associate Artistic Director to develop new programming.
 - Partner with the Board of Directors to identify long-term goals beyond the existing strategic plan.
- ❖ Fundraising
 - Lead fundraising efforts in partnership with the Director of Advancement, the Board of Directors, advisors, and donors to secure the necessary resources to support NHP's mission and programmatic activities.
 - Cultivate existing relationships with long-standing institutional funders, primarily based in Central Indiana, and seek out new opportunities for major financial support both locally and nationally.
 - Review grant applications, donor interactions, and stewardship activities to ensure quality and effectiveness.
- ❖ Strategic Partnerships
 - Cultivate local and national relationships with artists, community organizations, producing entities, and artist-service organizations to support NHP's mission.
 - Maintain a substantial presence for The New Harmony Project with its key local communities (Indianapolis and New Harmony/Southern Indiana), connecting personally with participants, volunteers, funders, partners, and community leaders.

- Establish cross-sector relationships to enhance The New Harmony Project's equity-centered, antiracist work.
- ❖ Budget/Finance
 - Lead the annual budgeting process, working closely with staff to establish "true cost" budgets to deliver high-quality artistic programming.
 - Consistently monitor and ensure positive fiscal health, working closely with contracted bookkeeper/CFO, auditor, board treasurer, and accountant.
- ❖ Board Relations
 - Serve as a thought partner with the Board of Directors to support the mission of The New Harmony Project.
 - Partner with the Board of Directors in the recruitment, support, and development of board members.
 - Provide regular updates to board members to ensure they are able to fulfill their obligations as fiduciaries and ambassadors of the organization.
 - In concert with board leadership, assist individual board members in establishing personal goals for their engagement and support of The New Harmony Project.

Qualifications and Skills

- ❖ Demonstrated commitment to The New Harmony Project's mission, vision, and values.
- ❖ The desire, passion, and experience necessary to lead an organization in the midst of a transformation that is centered on antiracist approaches to diversity, equity, inclusion, and access.
- ❖ Significant experience with, and a deep understanding of, the new work development ecosystem.
- ❖ Proven track record of effective fundraising (preferably with total annual goals exceeding \$500,000) and overseeing a strong fiscal program.
- ❖ Significant experience creating, managing, and balancing a budget.
- ❖ Leadership experience (programming, development, and/or executive), including operating within and managing a staff.
- ❖ Cultural and operational dexterity, including the ability to communicate effectively across a variety of stakeholder audiences.
- ❖ Experience operationalizing a strategic plan, evaluating and modifying short-term goals, and regularly assessing outcomes.
- ❖ Demonstrated success in juggling multiple projects and competing priorities with attention to detail.
- ❖ History of building strong partnerships through mutually beneficial, collaborative, and clear processes.
- ❖ Creative, solutions-based, and outside-the-box approach to addressing the challenges associated with operating a small to midsize arts organization.

Location

The ability to build relationships with people and organizations both in person and virtually is important to the current strategic directions of The New Harmony Project. Maintaining and expanding the organization's local profile in the Indianapolis region and Southern Indiana is a key component of its financial health and ongoing operations, and we believe a physical presence in the community is needed to elevate that profile. Thus, it is our strong preference that the Executive Artistic Director live in the Indianapolis region, and that candidates not currently residing here be willing to relocate. A relocation stipend is available to help support this transition.

Anti-Discrimination Policy

The New Harmony Project is cognizant of its history as a predominantly white institution, and fully embraces a commitment to becoming a more just, equitable, and antiracist entity. We encourage applicants from actively and systemically excluded communities, including (but not limited to) Black, Indigenous, People of Color (BIPOC); persons identifying as female; persons identifying as transgender or gender non-conforming; LGBTQ+ persons; and people with disabilities to apply for this position. As cultural understandings grow and language evolves, we will reflect those understandings and that language by revising this definition to appropriately identify, acknowledge, respect, and empower persons from all such communities.

Additionally, research indicates that men apply for jobs when they fulfill an average of 60% of the criteria, while individuals from systemically excluded communities tend to apply only if they meet every requirement. **If you believe that you could excel in this role, we encourage you to apply.** We are dedicated to considering a broad array of candidates, including those with diverse workplace experiences and backgrounds. Please use your cover letter to tell us what you hope to bring to the role.

Compensation

The New Harmony Project offers a salary range of \$75,000 to \$80,000. In addition to salary, we offer flexible time off and work accommodations, as well as a \$3,000 QSEHRA health benefit.

How to Apply

Please complete [this form](#). If you encounter difficulty with this form, please email NewHarmonySearch@gmail.com for assistance.