

DIRECTOR OF ARTS, CULTURE, AND OPEN SPACES

DISTINGUISHING FEATURES OF THE CLASS: This position integrates the County's commitment to arts and culture with the stewardship of its natural landscapes and open spaces. As part of the Tourism Department, the Director will drive initiatives that position Ulster County as a cultural and creative hub, fostering economic development, community cohesion, and connections to the County's unique natural environment. Work is performed under the general supervision of the Director of Tourism with leeway allowed for independent decision. Supervision is exercised over subordinate employees assigned to the department or unit. Does related work as required.

TYPICAL WORK ACTIVITIES: The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Develops a centralized platform to promote and publicize arts and culture events across the County, including a comprehensive county-wide calendar;

Creates and manages a resource hub for artists, offering guidance on business development, grant applications, studio space, and other resources to support creative growth;

Advocates for the inclusion of arts and culture in County initiatives, positioning Ulster County as a premier destination for cultural tourism and creative expression;

Promotes the use of parks and open spaces for arts-related events and activities, such as public art installations, outdoor performances, and nature-inspired festivals;

Collaborates with local and regional partners to develop arts programming that celebrates and preserves Ulster County's natural beauty;

Supports initiatives to integrate art into public spaces, such as trail signage, interactive exhibits, and installations that honor local heritage and the environment;

Promotes public art projects, including murals, sculptures, and community-driven creative initiatives;

Identifies funding opportunities, including grants, sponsorships, and partnerships with public and private entities and works to secure funding for County initiatives;

Manages arts-related funding applications, disbursements, and project implementation for County initiatives in coordination with the Department of Public Works to ensure equitable and impactful investments;

Builds strong relationships with artists, cultural organizations, community groups, and public entities to foster a vibrant and inclusive arts ecosystem;

Organizes forums, roundtables, and community conversations to gather input and encourage collaboration;

Champions diversity and inclusion in arts programming, ensuring broad access to creative and recreational opportunities for all residents and visitors;

Advocates for arts and culture as drivers of economic development, fostering connections between creative industries and local businesses;

Collaborates with educational institutions to expand arts education initiatives and develop career pathways in the creative sector;

Supports workforce development programs that leverage the arts to cultivate skills and economic opportunities;

Facilitates interdepartmental collaborations to integrate arts and culture into broader County initiatives, ensuring alignment with economic development, youth programming, senior services, and workforce training;

Identifies initiatives to activate County properties, such as public waterway access, native plantings, or permaculture projects, that align with arts and culture goals;

Supports municipalities in utilizing their properties to advance arts, culture, and open space access.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Through knowledge of arts funding, grant writing, and public art initiatives; through knowledge of the intersection of arts, culture, open spaces, and economic development; good knowledge of Ulster County environment, geography and landscape; good knowledge of communication, organizational, and multitasking skills; good knowledge of concepts, national trends and current issues related to diversity, equity and inclusion; ability to supervise the work of others; ability to collaborate across sectors and build partnerships; ability to connect art with nature and fostering community well-being; ability to establish and maintain effective working relationships with others; initiative; tact; integrity.

MINIMUM QUALIFICATIONS: Either:

- A. Possession of a Bachelor's degree and four (4) years of full-time paid, or its part-time equivalent, experience in an arts administration, parks management, tourism, or related field; **OR**
- B. Possession of a Associates degree and six (6) years of full-time paid, or its part-time equivalent, experience in an arts administration, parks management, tourism, or related field; **OR**
- C. Graduation from high school, or possession of a high school equivalency diploma, and eight (8) years of full-time paid, or its' part time equivalent experience in an arts administration, parks management, tourism, or related field; **OR**
- D. An equivalent combination of training and experience as defined by the limits of A, B and C above.

Note: Your degree or college credits must have been awarded or earned by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

ULSTER COUNTY
2529 DIR ARTCOP
Classification: Competitive
MGT

Adopted: March 5, 2025