



YOSEMITE
CONSERVANCY

Director of Art Programs

Position type: Full-time, Exempt, Subject to Furlough

Reports to: Chief of Yosemite Operations

Location: Yosemite Valley / Yosemite National Park

The Director of Art Programs orchestrates the suite of instructional art program offerings and oversees the retail and visitor operations of the Happy Isles Art and Nature Center and park wide art programming. This role supervises the seasonal intern, art instructor volunteers, and the Art Programs Coordinator. This position works cooperatively with affiliated NPS staff and Yosemite Conservancy staff. This position is charged with envisioning and implementing the only instructed art program in the National Park system and delivering meaningful and enriching art programs to help visitors connect with Yosemite in unique and creative ways. The Director of Art Programs will take a strong leadership role in how creation of art in Yosemite is used to understand land conservation, climate change, ecology, and oneself.

Who We Are

We are passionate about Yosemite — and about helping all people connect with, learn about, and take care of the park. As a member of the Conservancy team, you will be making a difference for Yosemite every day. We work together to provide enriching visitor programs and services, and to support projects that protect wildlife, restore trails and habitat, advance scientific research, inspire visitors, and much more.

What You will Do

The Director of Art Programs reports to the Chief of Yosemite Operations and is responsible for the following:

- Recruits and schedules visiting volunteer artists for 30 weeks of programming.
- Recruits and schedules art and nature center support volunteers.
- Furnish Marketing and Communications with class descriptions for web copy and print materials.
- Conduct outreach and promotional efforts.
- Provides photo and video content for web and social channels.
- Coordinates with NPS Interpretation Division for staffing of Jr Ranger programs and other curriculum complimentary to art classes.
- Ensures classes are conducted in a safe, instructive, enriching manner
- Explores new ventures for the Art Center in cooperation with Chief of Operations
- Register participants for Art Center workshops.
- Provide logistical and content support to guest artists and participants
- Introduce each class to orient participants to the site and the Conservancy
- Supervise Art Center Coordinator, Yosemite Leadership Program (YLP) Intern, Volunteer Artists, and Volunteer Assistants.
- Support children's class instruction via YLP Intern.
- Submits sales orders to Inventory Manager for appropriate class supplies for the season
- Merchandises new products
- Functions as a Sales Information Assistant as staffing and volume requires
- Reports on customer product request trends



YOSEMITE CONSERVANCY

- Learns and applies the cash handling policies of Yosemite Conservancy: data capture credit card purchases; proper check acceptance procedures; and cash register/point of sale system operations
- Reconcile cash banks at the close of the workday with accuracy and in accordance with guidelines
- Oversees and conducts the collection of all receipts and keeps appropriate records for this activity
- Assist visitors with accurate information according to National Park Service regulations
- Work cooperatively with other employees of the Conservancy and the National Park Service

Who You Are / Keys to Success (the must-haves)

To be successful in this job, you will excel in these areas:

Hard skills:

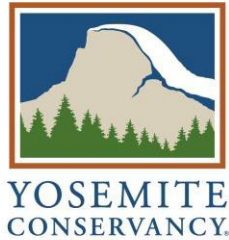
- Demonstrated ability to implement a range of operations and logistics.
- Strong office administration, computer skills, and ability to work with new software and technology.
- Strong pedagogical knowledge of art instruction.
- Versed in most major forms of art medium and able to instruct most mediums at a novice level.
- Competent creator of art in several mediums.
- Strong working knowledge of Yosemite National Park and its ecosystems.
- Strong computer skills and high comfort with technology especially in layout (Publisher) and Adobe Creative Suite programs, with the ability to master Retail Pro.
- Valid Driver's license

Soft skills:

- Commitment to the mission, values, goals, and success of the Yosemite Conservancy and to advancing a culture of inclusion in the organization and in Yosemite.
- Ability to work independently and in a group setting.
- Excellent communication and relationship skills with a variety of internal and external stakeholders.
- Work in an organized manner and have good multitasking and analytical skills, including a penchant for adeptly managing competing demands.
- Ability to defuse difficult situations with a calm, empathetic demeanor while also creating an environment where dissatisfied visitors or employees feel heard and supported.
- Collaborative, creative, and flexible with a sense of humor.
- Able to prioritize and act quickly and thoughtfully on the myriad of logistical challenges that are endemic to working in Yosemite National Park.
- Highly independent, self-starter who displays initiative in taking on new projects.
- Creative thinker and open-minded problem solver with a calm and flexible demeanor.
- A genuine love of art, art creation, and the desire to share this joy with others.

The following are plusses, but not requirements:

- H.S. diploma required/college degree preferred.
- At least one year of related operations experience.



Working Conditions

- Dynamic busy visitor center environment.
- Desk and computer-based, with regular meetings (in person, or via video or phone).
- Meeting and collaborating with a variety of NPS and Yosemite Conservancy employees.
- Lift, carry, and position objects weighing up to 30 pounds when moving supplies.

What Else You Should Know

We value diversity among our staff just as we value it among park visitors. As such, Yosemite Conservancy is an equal opportunity employer, and we encourage people of all backgrounds to apply to join our team. We especially encourage people of color, LGBTQ people, transgender and gender non-conforming people, and people with disabilities to apply.

The position is full-time and based in Yosemite Valley, in Yosemite National Park. Working from home in the shoulder season is possible, but this is primarily an in-person job at Happy Isles Nature Center in Yosemite Valley. Housing is available.

This is an exempt position with an annual salary range of \$57,000-\$62,000, depending on experience. This position furloughs for 2-3 months of the year in the winter.

We also offer excellent benefits, including:

- 11 annual holidays and 2 floating personal days
- 100% paid premiums for employee health insurance
- vision and dental insurance
- basic life insurance
- vacation and sick leave
- retirement program and contribution (following one year of employment)
- annual National Parks pass
- and more

How to Apply

Submit cover letter, resume, three references and a brief art portfolio in a single PDF to aripple@yosemite.org. Deadline for application materials is August 12, 2022.

COVID-19 update: Yosemite Conservancy currently requires all employees to be fully vaccinated against the COVID-19 virus as a condition of employment.