

Mellon/ACLS
PUBLIC FELLOWS PROGRAM 

Job Title:	Program Manager, Neighborhood Partnerships
Organization:	Chicago Humanities Festival
Location:	Chicago, IL
Stipend and Benefits:	\$68,000 annually with health insurance for the fellow, professional development funds, and relocation allowance
Start Date:	August 1 or September 3, 2019

ORGANIZATION DESCRIPTION

The Chicago Humanities Festival (CHF) was created to promote, support, and expand the public humanities, understanding them to be an important tool for cultivating civic conversations in Chicago and beyond. Over the course of nearly 30 years, CHF has hosted more than 3,000 programs, performances, and exhibitions; developed strong connections with Chicago’s educational and cultural communities; and grown from the first festival of its kind in the country to a model and inspiration for others. CHF is dedicated to presenting diverse ideas through live events, inspiring personal and collective action in Chicago and beyond. Our carefully curated festivals and year-round programming provide opportunities for individuals to engage with others and reflect on their own ideas, assumptions, and beliefs within the context of civic life. CHF programming is theme driven: throughout our history we’ve tackled big questions at the heart of civic dialogue—Citizens, Belief, America—and considered some of the big ideas that make us all human. Today, our themes run over the course of an entire calendar year, and govern 100+ programs annually that allow audiences a deeper engagement with critical issues of the day, and the opportunity to explore, debate, reflect on, and share critical ideas with their fellow citizens. The presenters helping us explore these themes have included over a dozen Nobel Laureates; 75+ Pulitzer Prize-winners; 50+ MacArthur Fellows; and 40+ Oscar, Tony, and Grammy Award-winners; in other words, artists, and thinkers at the forefront of their fields providing new insights into our human condition. Learn more at www.chicagohumanities.org.

POSITION DESCRIPTION

The Chicago Humanities Festival explores themes that address civic and social issues of urgent and broad concern. Our neighborhood-based partnerships (with cultural and civic organizations, such as schools, community centers, galleries, and performance venues), as well as a growing and more nuanced commitment to convening communities around issues relevant to their specific locales, have been vital to this. We now seek to develop a comprehensive neighborhood-based programming strategy, including for our hubs in Pilsen, Bronzeville and South Shore.

The Program Manager will elevate and deepen CHF’s existing neighborhood-driven strategy by researching the necessary intellectual, collaborative, and financial infrastructure to support these efforts. During the first year of the fellowship, the Program Manager will conduct extensive research into the best models for programming created in dialogue with different communities and, with the input of the Programming team, create a comprehensive plan for audience outreach and partnership development. Where possible, the Program Manager will lead the piloting and testing of discrete strategies from the

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comprehensive plan in the first year. In addition, the Program Manager will learn about the Festival's curatorial approach and contribute to programming, including helping to support some of the Festival's existing neighborhood-based partnerships and expanding such partnerships where appropriate. In the second year, the Program Manager will refine and expand on these initial pilots and, in collaboration with CHF's marketing and development teams, articulate an evaluative framework for the Festival's overall neighborhood-based program and partnerships, and identify the best sources of support to sustain such programming over time.

The Program Manager will report to the Artistic Director. As a member of the six-person programming team, within CHF's highly collaborative work environment, the manager will attend and contribute to all programming meetings, and will work collaboratively across CHF's marketing, development, production and audience services teams.

Key duties and responsibilities:

- In conversation with CHF's Artistic Director and programming team, research and develop a comprehensive neighborhood-based programming strategy;
- Analyze and assess CHF's neighborhood-based programming efforts for impact on existing and new audiences;
- Explore best practices within and beyond Chicago;
- Develop and implement pilot programs;
- Craft a communications and audience outreach strategy;
- Work to develop a strategic partnership plan to support neighborhood-based and other CHF programming; and
- Research and identify sources of support for neighborhood-based initiatives.

QUALIFICATIONS

Required:

- PhD in the humanities or humanistic social sciences;
- Strong interest in interdisciplinary work;
- History of and interest in civic engagement;
- Ability to express rigorous academic scholarship and complex ideas in accessible, jargon-free ways for broad public audiences;
- Strong desire to curate and produce public programming;
- Commitment to the humanities as a social practice;
- Enthusiasm for learning new skills and technologies;
- Strong written and verbal communication skills;
- Ability to work both independently and as part of a highly collaborative team; and
- Excellent organizational and process management skills.

Preferred:

- Grant writing experience.

APPLICATIONS

- Information on the Mellon/ACLS Public Fellows Program: www.acls.org/programs/publicfellows
- All applications must be submitted through the ACLS online application system (ofa.acls.org)
- Application deadline: March 13, 2019, 9 p.m. Eastern Daylight Time

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