



ARTS and HEALTH COORDINATOR

All work is in partnership with the RI State Council on the Arts (RISCA) and the RI Department of Health (RIDOH), with the exception of Project Grants in Healthcare (PGH) Grants which are solely RISCA's responsibility. The RIDOH/ RISCA partnership work exists in the larger context of the RI Arts and Health Network (RIAHN), facilitated by the two partner agencies with the input of a community-based Network Steering Committee. This contractor position is supported through a grant to the Women's Resource Center of Newport County.

Scope of Work

- Implement the 13 recommendations of the State Plan for Arts and Health in Policy, Practice, and Research, with a continuous cycle of planning and implementation based on current priorities and needs. See State Plan and recommendations: <https://health.ri.gov/healthcare/about/artsandhealth/>
- Continue planning and implementation that builds on the Design Studio findings, conceptualizing a “center” for arts and health as a decentralized network owned by multiple community partners (see [Design Studio report](#))

Duties and responsibilities

Carry out tasks related to the Scope of Work as mutually agreed upon by the partner agencies.

Meet weekly with RIDOH to review each agency's progress on assigned tasks and determine priority work plan items for the coming week and month.

Periodically review priorities and progress on the State Plan, and Design Studio recommendations, and adjust work plans accordingly.

Engage the RIAHN Steering Committee as supporters and informers of the work.

Report progress regularly and seek direction from RISCA management to connect work to the RISCA strategic plan.

Remain current in the field of arts and health, and national, local and international efforts as necessary to support the ongoing state arts and health initiative.

RISCA only, not in partnership with RIDOH

Administer the Project Grants in Healthcare for RISCA, in accordance with RISCA policies and procedures.

Education and Experience:

Education: Such as may have been gained through an undergraduate or graduate degree (or certificate and equivalent in years of experience) in the arts and/or health settings; and

Experience: Demonstrated administrative and cooperative leadership skills are essential. The ability to organize and produce public events is important. Good written and verbal communication skills are essential, to interact with a diverse population of individuals. Ability to use computer and online programs in conducting business. Skill in analyzing information in order to determine the proper course of action is necessary, as well as skill in organizing information in a systematic way. Ability to work independently with minimal direction, pay attention to details, and meet deadlines in an environment of changing priorities is key. An essential requirement is the ability to get along with partners and team members in a positive and productive manner.

Compensation:

This contractor position will be paid through a cooperative agreement with the Women's Resource Center of Newport County. Compensation will be \$25 per hour for a maximum of 18 hours per week. Taxes will NOT be deducted, and it is the contractor's responsibility to handle all such matters. Benefits are not part of this offer.

How to Apply:

Interested applicants should submit a cover letter and resume to RISCA.contact@arts.ri.gov. Cover letter should elaborate on your experience and interest in arts in public, behavioral and clinical health. Deadline for applications is Friday, September 3. No phone calls, please.