

## **Belmont Village Bestival Board Member**

Belmont Village Bestival is a human-level eclectic arts festival that showcases local talent and creativity, while celebrating all kinds of artistic expression. We bring music and arts to the people by meeting them where they're at; whether that's online at home, or at street level where they can really feel the vibe.

Belmont Village Bestival is growing, and so we are expanding our board. This is a working board opportunity, in that our board members roll up their sleeves and work with volunteers to get things done. We seek two additional board members who can help support the festival's growth.

### ***Location:***

In non-Covid years, the festival takes place on Belmont Avenue between Gage Street and Union Street...in the heart of charming Belmont Village.

### **DESCRIPTION:**

The successful applicants will work with four fellow board members using online engagement tools during Covid years (otherwise, most meetings take place in person) to brainstorm, advise, organize, promote, and potentially help produce the Belmont Village Bestival. We are looking for people with a passion for the arts, who possess some project management skills that can help us create this community-building festival.

Board members meet about six times per year, with individual meetings as necessary depending on subcommittee work and tasks. This is not a busy position most of the year, but does require hands on work closer to festival time, and certainly ramps up during festival events.

### **RESPONSIBILITIES:**

- Share your unique skills and enthusiasm for arts
- Participate in meetings, which may include facilitation, note taking, scheduling, or presenting
- Participate on task-oriented subcommittees
- Liaise with staff, volunteers, and external agencies to develop aspects of the festival, recruit help, gain sponsors, and promote attendance of the festival
- Investigate and assist with accessing possible funding opportunities to support various aspects of the festival
- Work with the Bestival team to coordinate, implement, and maintain Bestival activities
- Other related duties as assigned

### **QUALIFICATIONS:**

- Outstanding communication skills – able to write well, create promotional materials, compose social media posts, or deliver presentations as necessary
- Very strong interpersonal skills – able to rally the involvement of diverse stakeholders and recruit volunteers

- Organization skills
- Data management skills
- Ability to work well independently and as part of a team
- Ability to commute independently and effectively to different areas across the Region
- Leadership skills to direct subcommittee activities
- Scheduling and task management skills to build critical paths and implement action items
- Critical thinking in order to organize and troubleshoot festival production

***Desirable Assets:***

- Project management skills
- Photography and/or graphic art skills
- Comfort with email, social media, and office software

Please forward your resume and cover letter by 4:00 p.m. on Tuesday, March 16, 2021, to:

Tim Moher

email: [belmontvillagebestival@gmail.com](mailto:belmontvillagebestival@gmail.com)

Only those candidates selected for an interview will be notified.