



Documenting and sharing everyday expressions of tradition, innovation, and culture.

Job Title: Young Tradition Vermont Program Director

Reports To: Executive Director

Position: 30-40 hours/week (TBD prior to start)

Position start date: No later than January 10, 2023.

Compensation: For 40 hour/week position: \$50-60K base salary depending on qualifications and experience, including health insurance & TIAA retirement plan with employer match. Salary adjusted proportionally if working less than 40 hours/week.

Organizational Background:

Vermont Folklife, founded in 1984, is a nationally-recognized cultural research and education nonprofit. Vermont Folklife's mission is to deepen our understanding of each other by engaging with communities across Vermont to document and share expressions of tradition, innovation, and culture. Vermont Folklife serves communities across the state through four major areas of work: Archives & Research, Education, Vision & Voice Exhibitions, and Living Traditions, which includes Young Tradition programming along with our Traditional Arts Apprenticeship Program. All of our work is grounded in collaborative ethnographic research and documentation with cultural communities in Vermont. Vermont Folklife builds programs around community concerns and our partners' expertise. This method highlights the dignity, insight and potential of all Vermonters in the hopes of contributing to a more equitable, tolerant and inclusive society.

Brief History of Young Tradition Vermont at Vermont Folklife

Formerly a standalone nonprofit organization with one 30-hour/week Executive Director, Young Tradition Vermont (YTV) became a Vermont Folklife program on July 1, 2022. Prior to this union, YTV and Vermont Folklife collaborated for decades to amplify and sustain the living musical and dance traditions practiced by cultural communities across the state and surrounding region. Bringing YTV programs into Vermont Folklife's larger administrative and program structure in a sustainable manner will ensure future generations of young people from all backgrounds have meaningful opportunities to explore the connections between traditional cultural practices, identity, and community.

Position Description:

The successful candidate will work with Vermont Folklife Executive Director and staff to plan and manage Young Tradition Vermont. The primary focus of the position until July 1, 2023 will be managing the ongoing transition of these programs from total management by YTV's Founder/current Program Director to full integration within Vermont Folklife's existing administrative and programmatic structure. The ideal candidate for this position will have had a minimum of 3 years of experience directing and managing programs, fundraising and grant writing, and working with youth (pre K - college) as an educator. Experience working with and teaching other educators and program directors is ideal. Graduate-level training in folklore, ethnomusicology, anthropology and/or education is preferred but not an application requirement.

In addition to integrating YTV programs into Vermont Folklife's administrative structure, the Young Tradition Vermont Program Director will work in partnership with Vermont Folklife's Executive Director to develop a vision for the future of YTV programs within Vermont Folklife. The YTV Program Director will be expected to take a leadership role in fundraising, grant writing, and evaluation associated with YTV programs.

The position represents an exciting next step for VT Folklife, and will provide the YTV Program Director with an incredible opportunity to sustain, develop and grow a statewide, youth-focused, traditional music and culture program with an international reach under the aegis of VT Folklife. This position comes with the opportunities and challenges common to institutional and programmatic transition and change. To address these successfully, Vermont Folklife seeks an energetic, committed, and experienced leader who is passionate about the care and wellbeing of children and youth, and traditional music and dance. This individual must be able to learn quickly, and observe, understand, and operate within complementary and often complex social systems and networks within communities and organizations.

Primary responsibilities include the following:

- Managing existing YTV programs under the auspices of VT Folklife (i.e. Young Tradition Festival, Trad Camp, Fiddleheads, the Instrument Petting Zoo & Loan Program, Touring Group, and the Youth Commission), including coordination with other VT Folklife staff and managing contracted program staff, volunteers, and interns.
- Reviewing, assessing, and prioritizing YTV's existing programs and activities in light of their contributions and relationships to VT Folklife's strategic priorities and institutional capacity.
- Developing a practical, sustainable vision for the continuance or pruning of YTV-related programming through VT Folklife, to be instituted in FY2024 (in consultation with the VT Folklife Advisory Committee for YTV).
- Working with VT Folklife Executive Director and others internally and externally on development activities, fundraising projects, and grant writing.
- Collaborating with schools and other partners to plan, implement and evaluate YTV programs and related activities.

- Planning and managing program events designed as opportunities for children and youth, their families and caregivers, and the general public to be inspired by and to learn about traditional music and dance.
- Working with the YTV Founder and VT Folklife Executive Director to plan and carry out a vision for YTV activities that links with VT Folklife's 5-year strategic plan, mission and vision.
- Ensuring VT Folklife supervision and representation at all YTV events and participating as a representative of YTV and VT Folklife at other functions.
- Working with YTV Founder, VT Folklife Executive Director and Finance Director to develop, manage, and balance budgets for all YTV activities.
- Working with YTV Founder, VT Folklife Communications and Operations Director and other staff and collaborators to carry out marketing for YTV events and activities.
- Work with the Executive Director to design monitoring and evaluation practices for YTV programs and activities.
- Participate in VT Folklife center staff weekly meetings and several bi-weekly meetings focused on a range of development, programming, communications, and research.
- Undertake other tasks as directed by the VT Folklife Executive Director.

Qualifications:

- Experience with or background in traditional music and/or dance ("traditional" can refer to any cultural background, though familiarity with prominent New England traditions such as Yankee, Irish, Scottish, and Quebecois. Familiarity with those practiced by historical cultural groups and recently resettled refugee communities in Vermont would be ideal.)
- Masters degree or equivalent in a field related to early learning and development, education, music and dance education, folklore, ethnomusicology, or anthropology.
- 3+ years experience designing and assessing programs, teaching and/or working with youth and their families (birth through young adults).
- 3+ years of program management experience including design and evaluation.
- Successful grant writing or fundraising experience.
- Experience building, monitoring, and maintaining program operating budgets.
- Volunteer recruitment and management experience.
- Experience organizing and administering programs and activities with varied personnel, finances, strategic targets and goals.
- Ability to communicate effectively with varied audiences using verbal, written and cross-modality formats.
- Ability to practice and teach instrumentation, dance, and/or vocal approaches commonly featured in New England traditions (such as Yankee, Irish, Scottish, and Quebecois and those practiced by historical and/or recently resettled refugee and immigrant communities in New England). Examples include guitar, fiddle, banjo, accordion, percussion, dranyen, sarangi, contra dance or step dance.

- Competency in addressing diversity, equity, inclusion and access principles and goals as core elements of programming and management.
- Competency and currency with audio and video recording equipment, digital media editing, computer operating systems and website content management systems.
- Demonstrated ability to work collaboratively with professional colleagues, collaborators, funders, and program participants, and participate in consensus-based decision making.
- Capacity to take initiative and work independently toward common goals.
- Demonstrated high level of creativity and productivity.

Preferred qualifications:

- Past experience and familiarity with Young Tradition Vermont programs and activities.
- Experience working in public folklore/ethnomusicology or related fields.
- Experience with a wide range of educational practices (including early childhood, special education, home schooling) and age ranges (including birth-to-5, primary, middle school, high school, technical, college/university).
- Experience and familiarity with organizations, businesses, funders, programs and events associated with YTV programs and activities in Vermont, New England, North America, and internationally.

To Apply please submit:

- Cover letter (350-500 words)
- Resume or CV (4 pages maximum)
- Names and contact information for three references

Materials should be submitted in PDF format to Vermont Folklife Executive Director Kate Haughey at khaughey@vtfolklife.org. Please include “YTV Program Director Position Application” in the subject line. **Applications will be reviewed on an ongoing basis, with a first round of interviews taking place November 22nd.**

Vermont Folklife is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.