

# Post of DIRECTOR

## Job description and person specification



**NATIONAL  
SCULPTURE  
FACTORY**



### The Board of National Sculpture Factory (NSF) seeks applications for position of DIRECTOR

The National Sculpture Factory is looking for a dynamic leader who can manage and develop an established national visual arts organisation with a significant workshop and a dynamic creative programme facility in Cork City.

The NSF is a national organisation, which advances the creation and understanding of contemporary art. Specifically, it provides and promotes a supportive environment for the making of art, opportunities for commissioning new works, collaborations, residencies and other artistic interventions.

It was established in Cork in 1989 as a large scale dynamic facility for artists working in a diverse range of sculptural media. The National Sculpture Factory workshop is 770 sq. meters large. (See [www.nationalsculpturefactory.com](http://www.nationalsculpturefactory.com) for more information)

A board of Directors oversees the National Sculpture Factory, which is core-funded by the Arts Council of Ireland /An Chomhairle Ealaion and Cork City Council and supported by additional earned income.

We are looking for an experienced and visionary Director who will lead the organisation in its next exciting phase while, supporting and facilitating artists' ideas, strengthening supports and networks for professional artists, reflecting on contemporary visual arts practice and initiating and responding to dynamic artistic projects.

1

The Director will be responsible for the day-to-day running of the business of the NSF with the support of the staff and the Board of Directors.

2

The Director will be responsible for securing and managing funding from relevant agencies: public and private sources, for the general activities of the National Sculpture Factory, including targeting project funding for specific initiatives.

3

The Director will facilitate and extend the NSF's key role in the development and interpretation of sculpture and visual art practice in Ireland

4

The Director will foster partnerships, national and international, to maximise opportunities for artists and help promote the profile of the NSF.

5

The Director will understand how to develop the NSF 's role as a centre of visual arts activity in Ireland and in a wider international context

### Person specifications for the appointment of the Director of NSF

- Specialist knowledge of contemporary visual art
- At least 5 years' experience of working in management within an arts organisation

#### Experience of

- Working directly with artists
- Management of staff or project teams
- Setting and managing budgets
- Fundraising and or experience of earning income from agencies public and private
- Experience of working with key stakeholders e.g. local authorities and other government and educational agencies
- Experience of programming at local national and international level
- Have ideas on building and engaging diverse audiences

#### General

- Excellent communication skills
- Be well organised
- Sound financial management and planning skills
- Experience of developing 3-year funding plans and a business plan
- Experience of strategic networks locally nationally and internationally
- Experience of capital development / facilities management

#### Skills and abilities

- The ability to develop strategic policy for the National Sculpture Factory and to deliver programmes in line with agreed policies.
- The ability to exercise imagination, drive and initiative in developing and maintaining the scope of the National Sculpture Factory's activities.
- The ability to ensure the effective use of the Factory as a facility for the production and promotion of sculpture and at times other activities
- The ability to communicate, negotiate and generate a generous culture around NSF with a wide range of diverse people, including professional artists, other arts organisations and funding bodies, such as the Arts Council and Cork City Council.
- The ability to manage and motivate staff of the Factory.
- The ability to establish good relationships with colleagues and external agencies.
- The ability to prepare and present reports and documents to the Board and other agencies.
- The ability to prepare and identify budgets in agreement with the Board who have a legal responsibility for the Company.
- The ability to communicate and represent the National Sculpture Factory and its activities nationally and internationally.

#### Staff structure

- The Director is supported by
- Technical Manager
- Programme Manager
- Administrator
- Accountant (1 day a week)
- Technical Assistant (part time)

**Salary Package for the position of Director will be commensurate with experience.**

### How to apply

Applications to be received by February 26th 12 noon

- A full CV
- An application statement that gives details of how your experience to date makes you eligible for this job
- Why this is the right time for you to take on this role and outline based on what you know, what attracts you to this post

**Send to Elma O'Donovan, Administrator/Artist Liaison officer, National Sculpture Factory, Albert Road, Cork, Ireland.**

E-mail [elma@nationalsculpturefactory.com](mailto:elma@nationalsculpturefactory.com)

Please mark correspondence as **Director APPLICATION**

All applications are in strict confidence and will be acknowledged.

