

## Organizational Overview

The **Adirondack Lakes Center for the Arts (ALCA)** is a vibrant arts and cultural hub located in the heart of the Adirondack Park. Since our founding in 1967, we have dedicated ourselves to enriching lives and building community through programming that spans the performing arts, visual arts and arts/cultural education. In 2025, ALCA relocated from its original home in Fuller’s Garage to a historic, lakefront campus at the crossroads of routes 28 and 30 in Blue Mountain Lake. The move has raised our visibility and given us an inspiring new venue, rich in Adirondack history, for fulfilling our artistic vision of “Arts for All.”

While based in Blue Mountain Lake, ALCA’s reach extends across the central Adirondacks through traveling performances and our role as the 4-county coordinator for the New York State Council on the Arts (NYSCA) Statewide Community Re-grants (SCR) program for artists and arts organizations.

ALCA’s programming currently runs from late May through Columbus Day weekend but our dedicated staff serves year-round, building programming and financial support during the off-season and executing during the performance season.

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## Position Summary

The **Artistic Director (AD)** is ALCA’s creative leader, responsible for planning and implementing our seasonal programming and related marketing and communications. The AD reports to the Board of Trustees, through the Board President, and works closely with the Board, ALCA’s Executive Director (responsible for development and operations), working committees and volunteers.

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## Key Responsibilities

### Season Planning

- Conceive and implement a season of artistic, educational, and cultural programming through performances, exhibitions, workshops, lectures, and related community events, working with the Programming Committee, which is under the Artistic Director’s leadership.
- Ensure programming aligns with ALCA’s mission, community needs, and financial sustainability.

- Champion artistic excellence and innovation while reflecting and engaging the artistic and cultural talents of our Adirondack communities.
- Participate with the Board of Trustees and Executive Director on strategic planning to achieve ALCA's mission and long-term goals.

### **Management & Administration**

- Recruit, hire and supervise seasonal staff (e.g., directors, actors, performers, exhibitors, teachers, technical staff) including negotiating fees and contracts and coordinating housing, if required.
- Procure rights, stage/sound plots and perform all other administrative duties associated with program execution.
- Serve as host for live performances and gallery openings throughout the season.
- Develop, and manage to, annual programming and marketing budgets, in collaboration with ALCA's Treasurer.
- Manage, track and report attendance, ticket sales and gallery sales.
- Manage the performance, gallery, workshop and production facilities, in collaboration with the Executive Director.

### **Marketing & Communications**

- Develop an annual marketing and communications plan and budget to promote ALCA's artistic programming.
- Oversee production of all marketing materials, press releases, event programs and social media, to promote ALCA's artistic programming, directing the work of the Marketing Coordinator and freelancers.

### **Community Relations & Fundraising Support**

- Support the Executive Director in identifying and pursuing opportunities for grants, sponsorships and donations and cultivating relationships with media, donors, patrons and key community leaders.
  - Serve as the public spokesperson for ALCA's artistic purpose at fundraising events, media opportunities and community gatherings.
  - Represent ALCA within the arts community, fostering partnerships with schools, municipalities, community organizations and other cultural institutions.
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## Qualifications

### Required

- A strong background in, and passion for the arts (performing, visual or multidisciplinary).
- At least 3–5 years of experience in an artistic programming role.
- Demonstrated organizational management, budgeting, and team leadership skills.
- Strong interpersonal, communication, and community engagement abilities.
- A collaborative, resourceful professional who will be an inspirational on-site presence during the season, energizing staff, artists, and audiences around ALCA's mission.

### Preferred

- Proven success in creating programming in the nonprofit sector.
  - Familiarity with New York State arts funding (NYSCA, SCR, etc.).
  - A deep appreciation for the Adirondack region and its cultural context.
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## Compensation and Logistics

- \$45,000 to \$63,000, commensurate with experience. Support for local housing and medical insurance negotiable.
  - On-site in Blue Mountain Lake, NY May 15 – October 15. Otherwise remote.
  - ALCA is an equal opportunity employer and encourages candidates from diverse backgrounds to apply.
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## To Apply

Please submit a cover letter and resume, with salary expectations and professional references, to the Search Committee at [jobs@adirondackarts.org](mailto:jobs@adirondackarts.org).

Applications will be reviewed as they are received, prior to November 30, 2025. Applications received after that date may be considered until the position is filled.

While we're grateful to everyone for their interest in this position, please know that we'll only be contacting candidates selected for an interview.

Visit <https://www.adirondackarts.org/> for more information about ALCA and all we do.