Organization Name: Cultural Office of the Pikes Peak Region (COPPeR)

Location (City/State): Colorado Springs, CO

Organization’s Website: www.coppercolo.org, www.peakradar.com

Yearlong Fellowship (June 2016-May 2017)

Summer Fellowship (June-August 2016)

Organization’s Mission and Goals (50 words or less):

The Cultural Office of the Pikes Peak Region (COPPeR)'s mission is “Connecting residents and visitors with arts and culture to enrich the Pikes Peak region.” Our work is all about elevating the visibility, value and impact of the creative sector here in our community. Our vision is "a thriving community united by creativity!"

Title of PIFP Fellow: Community Arts Outreach Coordinator

Primary responsibilities of the PIFP fellow (please list, 100 words or less):

The fellow will be responsible for fulfilling goals around community arts outreach in the COPPeR Strategic Plan, primarily by coordinating our summer outreach schedule to area festivals, staffed by volunteer Arts Advocates, and organizing all the needs of running this initiative. In addition, this position will support production of Peak Radar cultural guides for 2015 and other special projects. Because COPPeR is a small shop, this fellowship is an opportunity to experience nonprofit arts administration, sit in on a nonprofit Board of Directors meeting, etc. for applicants interested in a career in the field of arts management.

Qualifications sought in the PIFP fellow (please list, 100 words or less):

Required:
- Exceptional communication skills in person and via phone
- Excellent writing and editing skills
- Self-starter with initiative to meet deadlines, multi-task, work independently
• Respect for a diversity of cultures and arts organizations
• Online literacy, including social media use in a professional setting
• Ability to learn new software. Software used in this position includes MS Word, MS Excel, Constant Contact, and WordPress.
• A car for transportation to and from off-site events

Preferred:
• Background in/or appreciation for arts & culture

Beneficial:
• Working knowledge of the community and its arts organizations is preferred

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Skills/Experience sought in the PIFP fellow:

Activism
Advocacy
Campaigning
Children’s issues
Civil rights/social justice
Coalition work
Community/political organizing
Criminal justice
Customer service
Data analysis
Digital media
Disabilities issues
Diversity issues
Domestic violence issues
Economics
Editing
Education
Environmental issues

Event Planning
Finance/business
Fundraising/development
Government
Healthcare/health sciences
Human services
Journalism/publications (print/online)
Law
Legislative process
LGBTQ issues
Lobbying
Marketing/sales
Performing/fine arts

Policy:

Education
Environment
Fiscal
Health
Legislative
Other:

Politics
PR/communications
Public speaking
Qualitative research
Quantitative research
Reproductive rights/freedom
Social science research/methodology
Statistical analysis
TV/radio
Volunteer management
Other:
Other:
Other:

Technology Skills Required:

Excel
Power Point
Publisher
GIS

Graphic design
Database management
Constant Contact
Other:

Social media
Video/film production
Website design

Certifications Required:

WFA
WFR
First Aid
CPR

Other:

Language Skills Required:

Spanish
Other:

PUBLIC INTEREST FELLOWSHIP PROGRAM
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www.CCpublicinterest.com