

GANGGANG

Career Opportunity

Title: Director of BUTTER Fine Art Fair

BUTTER Fine Art Fair, GANGGANG's signature event, has grown into a premiere Midwest art fair in just 2 years with over 8,000 attendees, and \$250,000 in art sales in year 2.

GANGGANG's Director of BUTTER Fine Art Fair will be a high-performing event specialist with experience in the visual arts. This role will act as GANGGANG's internal events lead, primarily for BUTTER Fine Art Fair's planning, growth, and support throughout the year. This position will manage a production team, prioritize the fine art exhibition, and cultivate the relationships necessary to grow the event and maintain the support needed for the sustainability and profitability of BUTTER. This highly external-facing role will require outstanding project management, speaking, and general leadership skill.

Position:

- Reports to: Executive Director of GANGGANG / BUTTER Fine Art Fair
- Capacity: Full-time employee
- Participates in team meetings, trainings, phone calls, and general GANGGANG culture
- Eligible for insurance and retirement benefits

Responsibilities:

- Direct GANGGANG event success alongside Executive Director by managing the robust creative team in all areas of BUTTER
- Ensure the vision of GANGGANG leadership manifests in every BUTTER and events activities
- Establish and equip event steering committee, chairs, and contractors with roles, timelines, and resources to bring BUTTER to life
- Direct event logistics including ticketing, vendors, and volunteers
- Manage BUTTER Fine Art Fair finances including revenue streams, as well as purchasing and expense decisions
- Manage and build new relationships that cultivate and increase GANGGANG sponsorship and ticket sale revenue through BUTTER
- Manage the event design process and team facilitating an optimal attendee experience
- Manage and support the event, sales and curation teams
- Integrate BUTTER business operations with GANGGANG finance and operations procedures

Qualifications:

- 3-5 years of event management and logistics experience
- Experience in arts administration, curation or practice
- Excellent writing and editing
- Strong organization and communication
- 1-2 years of leadership experience preferred
- Start-up and/or creative agency passion preferred
- Bachelors Degree or higher preferred

Skills needed:

- x x x x x Event Planning
- x x x x Fine Art Handling & Knowledge
- x x x x x Project Management
- x x x x x Budgeting & Logistics
- x x x Sponsorship Cultivation