



Mercer County Division of Culture and Heritage

Seeking Teen Arts Coordinator for Mercer County Teen Arts Festival – May 14, 2010

Festival Overview:

The Mercer County Teen Arts Festival is a one-day celebration of the arts held annually at Mercer County Community College.

The event is open to all Mercer County students from public, private and parochial middle and high schools as well as home-schooled students. Approximately 1,500 students participate along with 40 professional artists in performances, critiquing seminars, master classes and workshops.

The focus of the festival is not on competition but on participation in performance seminars, critiquing seminars, master classes and workshops in every discipline — art, dance, drama, vocal music, instrumental music, film and video, and creative writing. Goals of the program are to help students develop perceptual, intellectual and technical skills; gain cultural awareness and understanding; develop personal aesthetic values; learn self discipline, critical thinking and problem solving through analyzing, interpreting; and making judgments.

MERCER COUNTY TEEN ARTS FESTIVAL COORDINATOR

Temporary contract position: Through May 2010

Salary: \$8,000

Responsibilities include:

- Ability to follow timeline and supporting task list.
- Coordinate information: update and distribute all forms, applications and correspondence related to the festival.
- Serve as liaison between Mercer County school representatives and the Mercer County Culture and Heritage Office.
- Develop press releases and marketing materials to promote the festival.
- Coordinate all participating artists for workshops, masterclasses and artstops—approximately 40.
- Develop workshop, performance & critique schedules for all disciplines.
- Coordinate delivery, exhibit and critique sessions of Visual Arts works.
- Compile schedules and festival information to be included in the program booklet.
- Work with staff at MCCC on all logistical details: space, equipment and supply material requirements for workshops, seminars, performances, etc.
- Recruit and train volunteers.
- Work with local businesses for possible fundraising or sponsorships.
- Coordinate activities for and at New Jersey State Teen Arts Festival.
- Post-festival follow-up: return of student work—videos, CDs, visual arts pieces; issue thank you letters; recap and organization of files; issue final report.

Interested candidates should submit a current resume to:

Mercer County Division of Culture and Heritage
640 South Broad Street, Room 417
PO Box 8068
Trenton, NJ 08650

For more information, please contact Martha Runyon at 609-989-6899 or by email:
mrunyon@mercercounty.org.