

# LLOYD A. FRY FOUNDATION

## POSITION ANNOUNCEMENT Program Officer for Arts Learning

The Lloyd A. Fry Foundation seeks a Program Officer to lead the Foundation's Arts Learning grantmaking. Based in Chicago, our Arts Learning funding focuses on programs that use the arts as a means to improve learning and provide life-enriching experiences for Chicago Public School students. The Foundation considers support for arts learning for students and professional development for arts educators. Priority is given to programs that are artistically rigorous; engage students in the creative process; assess student learning in the arts; provide ongoing support, expertise, and resources to both teachers and students; and give students opportunities to experience the high quality artistic products offered by Chicago's rich and diverse arts and cultural organizations. The Foundation also provides grants to convene experts to share information, facilitate discussion with arts educators, and help shape and strengthen arts learning in Chicago Public Schools.

The Foundation is especially interested in innovative approaches and knowledge which can help to advance practice in the field. To achieve this, we seek a candidate who is able to: identify trends and common challenges across organizations; investigate new topics quickly; synthesize a wide range of information; and adapt and apply ideas across new contexts.

### **The Lloyd A. Fry Foundation**

Our vision is a Chicago that offers education, prosperity, and hope for all. The Foundation awards \$7 million in grants each year across four main program areas: Arts Learning, Education, Employment, and Health. Across all of our funding areas, our focus is on helping organizations: **Build** capacity to enhance the quality of services and better assess the impact of programs; **Develop** successful program innovations that other organizations in the field can learn from or adopt; and **Share** knowledge so that information which can help low-income communities and individuals is widely and readily available.

For more information on the Foundation's grantmaking priorities, please refer to the Fry Foundation's website and the Foundation's annual reports at [www.FryFoundation.org](http://www.FryFoundation.org).

### Program Officer Responsibilities:

The Program Officer has the following responsibilities:

- Manage the Arts Learning grant portfolio, work with colleagues and the board of directors to identify programmatic goals and strategies, and manage and plan the program grant budget;
- Actively identify challenges that can be addressed through the Foundation's grantmaking and opportunities that have the potential to advance program goals;
- Solicit and review proposals and letters of inquiry, arrange and manage site visits, prepare proposals for board review, and present written and verbal recommendations to the board of directors. Prepare decline letters and work to communicate clearly with grantees as well as with organizations that do not receive support from the Fry Foundation;
- Work with grantees to: support collaborative work; advance knowledge and practice in the field; and improve program strategy, assessments, and other aspects of building capacity and program development.

### Program Officer Qualifications:

- Two to five years work experience, with a demonstrated interest in Arts Learning;
- Bachelor's degree is required; Advanced degree is preferred;
- Excellent written and verbal communication skills along with strong analytic and research abilities
- Welcomes and actively contributes to intellectual give and take -- asks thoughtful questions, is open-minded, is comfortable challenging ideas and benefits from being challenged
- Experience in the nonprofit sector is preferred.

The Program Officer will be a full-time employee of the Foundation with competitive compensation and benefits. The Program Officer will report to the Director of Education and Arts Learning. The Foundation will work actively to build a highly diverse pool of candidates.

### Application Process:

Interested applicants should send a resume and cover letter which articulates how their skills and experience meet the responsibilities and requirements noted above via email to:

**search@fryfoundation.org**  
Subject line should read:  
***Applicant's Name Arts Learning***