

CLASS TITLE:

**DIRECTOR OF ARTS
(ADULT CORRECTIONAL INSTITUTIONS)**

Class Code: 02851500

Pay Grade: 17A

EO: G

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: In the Adult Correctional Institutions, to develop and implement creative art programs in such fields as writing, painting, photography and sculpture; to act as liaison between the Rhode Island State Council on the Arts and the Department of Corrections; and to do related work as required.

SUPERVISION RECEIVED: Works under the general direction of a superior with wide latitude for the exercise of initiative and independent judgement; work is subject to review for satisfactory performance.

SUPERVISION EXERCISED: As required, may supervise those assigned to assist.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

In the Adult Correctional Institutions, to develop and implement creative art programs in such fields as writing, painting, photography and sculpture; to act as liaison between the Rhode Island State Council on the Arts and the Department of Corrections.

To develop participatory art classes, art exhibits, workshops and concerts, procuring appropriate instructors, performers, equipment and materials.

To hire instructors and orient them to the program and facility.

To promote the programs in the community and within the Adult Correctional Institutions by means of lectures and an ongoing program of public relations.

To develop and purpose a preliminary budget and to approve and record all expenditures.

To monitor and evaluate the success of classes and exhibits.

To coordinate joint exhibits and arts activities with other programs operating in the Adult Correctional Institutions.

To write special and recurring reports, as required.

To utilize the resources of the R.I. State Council on the Arts and community organizations in presenting an ongoing program of art classes and exhibits.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of available artistic resources and the ability to utilize them in an ongoing program of art education; a working knowledge of education; a working knowledge of educational principles, practices and techniques; the ability to prepare and implement a program budget; the ability to establish and maintain effective working relationships with the public, community organizations, subordinates, superiors, inmates, and the artistic community; the ability to evaluate the effectiveness of classes, workshops and exhibits, and to prepare special and recurring reports containing findings and recommendations; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a college of recognized standing with a Bachelor's Degree in Education, Fine Arts, or a closely related field; and

Experience: Such as may have been gained through: employment in a responsible position engaged in developing and presenting art programs, exhibits, and classes.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: February 10, 1990

Editorial Review: 3/15/03