POSITION DESCRIPTION

JOB TITLE: Artist
REPORTS TO: Jorge Rios
SALARY: $70,000-75,000
Program/Department: Radio Indigena
POSITION DURATION: September 1, 2023 - August 30, 2024
BENEFITS: Health benefits (medical, dental, vision), 403(b) with employer contribution, 11 paid holidays, paid Vacation and Sick time, winter break (typically last two weeks in December, returning Jan 2; employee paid supplemental insurance (i.e., life, accident, etc.).
LOCATION: MICOP Office, Oxnard
STATUS: Non-Exempt
HOURS WORKED: Full Time, 40 hours per week
HOW TO APPLY: To apply, send a resume and cover letter to: HR@mixteco.org
DEADLINE TO APPLY: Open until filled

ABOUT MIXTECO INDIGENA COMMUNITY ORGANIZING PROJECT
Founded in 2001, Mixteco/Indigena Community Organizing Project (MICOP) supports, organizes and empowers the indigenous migrant communities of California’s Central Coast through improved access to health and community resources, community organizing, language interpretation, education, direct assistance, cultural promotion, and our indigenous-led Radio Indigena community radio station. MICOP offers a fast-paced, multilingual, and multicultural work environment dedicated to carrying out our mission.

Summary
Program Summary
The Central Coast Creative Corps (CCCC) – a six-agency Central Coast Arts Coalition program funded by the California Arts Council – recently selected MICOP as one of 23 Community Partner organizations. Under this new program, MICOP will partner with an artist or artist team on a 12-month creative project to foster community engagement and development.

Position Summary
The artist will work collaboratively with the MICOP team to design, produce, and facilitate community-centered projects, activities, and events. The intention of these activities is to address issues of importance to the indigenous migrant community and bring people together through art and performance.
The artist will integrate as a member of the MICOP team, participate in organizational activities as required, and carry out smaller projects with programs. Their principal objective is a solo project that they will design and implement throughout the year in consultation with the Radio Station Manager, employing any combination of creative mediums. We invite people from all artistic backgrounds to apply for this position (example: photographers, graphic designers, painters..etc).

Responsibilities
- Design and implement creative projects in collaboration with the MICOP team.
- Devise and develop a solo creative project for completion throughout the year.
- Manage project timelines and deliverables to achieve program goals and outcomes.
- Organize and execute activities and gatherings to share the artistic project with the community.
- Participate in meetings and training with the Central Coast Creative Corps (CCCC).
- Complete grant reporting requirements, including monthly surveys and quarterly progress reports.
- Identify means to integrate artistic practices with existing MICOP programs.
- Contribute to MICOP culture as an engaged member of the team, participating in staff meetings, an annual retreat, and other office activities.
- Other duties as assigned.

Requirements
- High proficiency in English and Spanish, both written and spoken; indigenous language skills such as Mixteco, Zapoteco, or Triqui are highly desired.
- Extensive knowledge of Indigenous Mexican cultures, art, music, and history.
- Ability to collaborate with diverse peoples, communities, and cultures.
- Advanced project management and organizational skills to meet program goals and deadlines.
- Excellent communication and interpersonal skills; comfortable with public speaking.
- Ability to work independently and in a collaborative team environment.
- Flexible schedule with the ability to work evenings and weekends as needed.
- Demonstrated experience creating socially and community-engaged art.
- Demonstrated experience collaborating with diverse communities and stakeholders in a culturally-sensitive environment.
- Artists and culture bearers of any creative practice and experience level will be considered.

Note: This is a grant funded position that requires artists to not have been paid (as a contractor or employee of MICOP) in the last six months.

MICOP IS AN EQUAL OPPORTUNITY EMPLOYER
WOMEN AND PEOPLE OF COLOR ARE ENCOURAGED TO APPLY