

**Arts & Economic Prosperity Study Coordinator:**

Long Island Arts Alliance (LIAA) is seeking an independent contractor to oversee our participation in Arts & Economic Prosperity 6, a national study on the economic impact of the arts from Americans for the Arts.

Arts & Economic Prosperity 6 (AEP6) is a study of the nonprofit arts and culture industry in the U.S. The study's purpose is to gauge the economic impact (jobs, government revenue, household income) of spending by nonprofit arts and culture organizations and the event-related spending by their audiences. ([Read more about the study here](#))

LIAA is looking for an outgoing, organized, self-starter to lead the study on Long Island. Work will involve working directly with arts organizations to coordinate data collection, as well as recruiting, training, and coordinating volunteers to collect surveys at arts events across the Nassau and Suffolk Counties. Managing data and producing quarterly reports will also be required.

**Job Responsibilities:**

- Work with LIAA staff and community partners to recruit volunteer survey collectors
- Train volunteers in effective survey collecting techniques and coordinate survey collection at arts events across Long Island.
- Prepare completed surveys for analysis and submission to national study, including quarterly reports
- Manage AEP6 timelines for data collection and analysis
- Attend virtual meetings with regional partners

**Qualifications and Skills:**

- Experience and interest in data collection and analysis
- Volunteer management experience
- Training or facilitation experience
- Ability to work under pressure and manage multiple projects and priorities at the same time
- Proficiency in the Microsoft Office Suite, particularly Excel, required
- Self-starter, decision maker and problem solver
- Enjoy networking and community building

**Organizational Values and Culture:**

At LIAA, we value community, creativity, and equity in the work we do and in the people on our team. Our staff works collaboratively with the community to address the needs and goals of the arts ecosystem.

**Details of this position:**

Independent contractor position from May 2022 through May 2023

Averaging 5 hours per week

\$30/hour to \$40/hour, depending on experience

Remote work environment; Attendance at local arts events required

Evening and weekend availability required.



LIAA is an Equal Opportunity employer with a strong commitment to our values of community, leadership, equity, creativity, advocacy, and accessibility.

To apply, interested candidates should submit a cover letter and resume to [lauren@longislandartsalliance.org](mailto:lauren@longislandartsalliance.org) and reference "**AEP6 Coordinator**" in the subject line.

Only candidates selected for interview will be contacted. No phone calls, please.