Who We Are

- Founded in 1977, the Cleveland International Film Festival (CIFF) strives to fulfill its mission, which is to promote artistically and culturally significant film arts through education and exhibition to enrich the life of the community.
- The Cleveland International Film Festival’s vision is to be a leader in helping the world discover the power of the film arts to educate, entertain, and celebrate an inclusive human experience.
- CIFF presents the newest and best films from around the world, and does everything in its power to make sure that its audience learns something along the way - about other cultures, about the topic at hand, about the experience from the filmmakers themselves.

Who We Are Looking For

CIFF is seeking its first Education Director!

If you are an outstanding and creative education programmer with a passion for expanding CIFF’s learning experiences, and if you are someone with a commitment to engaging diverse audiences with life-enriching opportunities, then we are looking for you. Your expertise and passion are well-suited to cultivate and drive CIFF’s educational programming in order to further our mission.

This position reports to the Executive Director.

Qualities of a Successful Education Director

- Passionate, knowledgeable and experienced education professional
- Team player who is collaborative by nature
- Understands and values racial equity and social justice as organizational operating principles
- Ability to work with individuals of all ages, backgrounds and skills
- Recognizes the role of race, income, age, immigration status, and other identities in shaping our cultural landscape and access to the arts
- Adheres to CIFF’s Guiding Principles*
**What You Will Do**

Essential Responsibilities (and other duties as assigned):

- Propose and create engaging new programs for Film Festival audiences
- Further develop, implement and oversee FilmSlam and FilmSlam Streams, which are CIFF’s in-person and online digital media literacy programs for middle, junior high, and high school students
- Cultivate, support and promote relationships with artistic and educational communities in the region
- Develop, track and communicate meaningful program metrics to facilitate ongoing evaluation of program success; recommend modifications as appropriate
- Participate in the development of budget, fundraising and marketing strategies for education programs; maintain and meet budgetary goals
- Work in partnership with CIFF development staff to identify prospects and craft/submit proposals for education program support; prepare data and narrative for grant and stewardship reports as requested
- Enthusiastically represent CIFF in the community, persuasively conveying its mission and vision, and encouraging engagement in the Film Festival and related programs

**Qualifications**

- A deep knowledge of the K-12 education landscape, including formal and informal educational providers, project-based learning, social/emotional learning and experience-based education
- Minimum of five years' experience in arts education and programming
- Bachelor’s degree or equivalent life and/or work experience required; Master’s degree in education preferred
- The ability to effectively communicate in writing and verbally, including speaking publicly
- Strong and inclusive leadership skills
- Excellent project and event management skills
- Proficient with Microsoft Windows, Microsoft Office Suite, Microsoft Exchange/Office 365, Google Drive Applications, Adobe Acrobat, Video Conferencing (Zoom, Google Meet) and Airtable

**Supervision Responsibilities**

- The Education Director maintains direct supervision of FilmSlam, FilmSlam Streams and other education program interns, seasonal staff, and volunteers.

**Status/Pay/Benefits**

- Full-time, non-exempt, salary commensurate with experience
- Excellent benefits package including health insurance, disability insurance, group life insurance, a 403(b) retirement plan, and generous leave time
- In-person position in Cleveland, OH with some work-from-home flexibility
**Working Conditions**

- Schedule flexibility
- Evening and weekend hours leading up to and during the Festival are required
- Providing and operating your own vehicle and/or riding in a vehicle is required
- Traveling to meetings and work assignments as necessary

**To Apply**

- Send cover letter, resume and references to Kathleen L. Stecky, President, Stecky HR Consulting LLC at kstecky@steckyconsulting.com with the subject line reading CIFF Education Director.
- This is an immediate opening and posting closes when the position is filled.
- CIFF’s policy is that all employees entering the workplace must be fully vaccinated and boosted against COVID-19. Requests for accommodation for religious or medical reasons will be evaluated in accordance with applicable law.

*Guiding Principles:*

- Set high standards for diverse quality film education and exhibition, placing artistic and cultural merit above commercial appeal.
- Connect and work collaboratively with an array of community partners to raise awareness of how film arts deepens understanding of the world and catalyzes positive change.
- Provide the best and most accessible audience experience possible.
- Champion diversity, equity, and inclusion while fostering understanding and appreciation of myriad cultures and values.
- Cultivate and maintain an innovative and forward-thinking organization.
- Embed our work into the fabric of the community.
- Promote a work environment among board, staff, and volunteers based on integrity, professionalism, teamwork, trust, and respect.
- Ensure the organization’s financial stability and increase its financial self-sufficiency.