

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT
JOB OPPORTUNITY
DIRECTOR OF CULTURE
POSITION 00011409

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public
Location: One Constitution Plaza, Hartford
Job Posting No: 011409
Hours: 40 hours per week
Salary: MP 65 \$81,829 – \$104,954
Closing Date: April 5, 2012

NOTE: This position will be assigned to the Culture and Tourism Division and report directly to the Deputy Commissioner.

General Experience: Nine (9) years' professional experience in the study, research and preservation of historic sites, structures, artifacts, and administration of programs related to these fields or in the administration and/or management of cultural programs.

Special Requirement: Incumbents in this class may be required to travel.

Minimum Qualifications Required

Knowledge, Skill and Ability: Considerable knowledge of and ability to apply management principles and techniques; considerable knowledge of relevant state and federal laws, statutes and regulations; considerable knowledge of research source materials; considerable knowledge of American History with particular emphasis on history and architectural history of Connecticut; considerable knowledge of artistic and cultural needs of professional arts resources, communities and individuals; considerable knowledge of methods used to develop and promote public interest and participation in cultural programs; knowledge of restoration techniques and practices; knowledge of principles of museum administration and curatorial practices; considerable oral and written communication skills; interpersonal skills; supervisory ability.

Examples of Duties: Directs staff and operations of cultural programs of the agency including history and arts; coordinates, plans, manages and analyzes cultural programs, activities and publicity; formulates program goals and objectives; develops or assists in development of related policy; interprets and administers pertinent laws; evaluates staff; designs and implements programs for the State Historic Preservation Office in the fields of preservation, restoration, education, tax credits and technical assistance; oversees operation of four museums; serves as the State Historic Preservation Officer; assures all federal and state requirements for the State Historic Preservation Office and state agencies are met; designs and implements programs for the Office of the Arts; oversees the operation of the Historic Preservation Council and the Arts Council; maintains contact with individuals both within and outside of agency who might impact program activities; represents agency at meetings of professional and community organizations and participates in meetings of the Culture and Tourism Advisory Committee; acts on behalf of the Deputy Commissioner in his or her absence; may represent agency on state and national organizations; performs related duties as required.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and a Form CT-HR-12 (application for employment) found on the DAS website **no later than close of business April 5, 2012** to:

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT
Human Resources Office
505 Hudson Street
Hartford, CT 06106

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.