

The Community Improvement Initiative Position Description

Art Box Project Leader

Organizational Background

The Community Improvement Initiative (CII) is a non-profit organization that improves the unity, beauty, safety, prosperity, and quality of life in South Central Orlando through events, service, and education. CII is funded by projects that create value to their communities, donations from private individuals, and grants from public and private entities. Historical projects have included community festivals/events meant to improve the quality of life and raise funds for beautification projects. Other projects include the development of community communication channels, fundraising projects, and smaller events that unify neighborhoods and educate residents about public safety.

CII is a pure project organization, staffed by volunteers in all positions to execute its projects. Most positions are mentored for volunteers who want assistance learning new skills.

Values include organizational and financial self-reliance and independence, co-missioning volunteer and organizational objectives, achievement characterized by strong execution, and positivity toward volunteers, leaders, and private/public partners.

Position Description – Art Box Project Leader

Reporting to the President, the Artbox Project Moordinator is responsible for managing the painting of artwork on one or more art boxes/signal boxes. Signal boxes control the traffic lights at intersections. These boxes are often covered in graffiti. Local governments have allowed local groups to paint these boxes, prevent graffiti and beautify the area. CII beautifies signal boxes/art boxes from East Colonial Drive on the north, the Beachline on the south, the 417 on the East and the Turnpike/I4 on the west. The length off the Art Box Project Leader position is for the completion of the artbox project only, with an option to renew for another artbox/set of artboxes if desired. The position is unpaid and volunteer.

Specific Responsibilities

1. If no volunteer recruiter is active in CII, finding and orienting suitable artists and volunteers.
2. Working with artists to produce artwork that is consistent with community artwork concepts.
3. Submitting proposed artwork to the president and board for review and acceptance.
4. Completing program applications for review and submission to local government
5. Submitting permit applications to local government and coordinating the start date of painting.
6. Working with volunteers to wipe down and paint the box with primer
7. Coordinate and oversee the painting of the box by the artist(s).
8. Working with volunteers to apply an anti-graffiti coating to the box after it is painted.

Desired Qualifications

1. Achievement-orientation and strong follow-through
2. Own transportation.
3. Has sufficient time to push the project forward quickly after approvals are granted.

4. Ability to follow project deadlines and work positively with artists and volunteers.
5. Willingness to follow a project schedule and volunteer recruiting processes.

Requirements

1. Prospective Artists should review the Artbox Project page at www.improvecommunity.org.
2. Time commitment is set in consultation with the volunteer..

Resources

1. Paint, primer and anti-graffiti coatings are provided for the project, along with roadside signage while the box is being painted. Artist provide their own paint brushes, rags and other materials.