



Director of Partnerships + Learning

Chicago, IL

Paul Towne, MBA
Vice President, Executive Search

paul@coopercoleman.com

Chicago | Cincinnati | Columbus | New York | Los Angeles | Washington, DC

About Ingenuity

Ingenuity was born from a city-wide collective impact movement that coalesced hundreds of arts education stakeholders in solving a complex problem: arts inequities in Chicago Public Schools (CPS). Since 2011, Ingenuity has collected and analyzed CPS school-level data to influence sector-wide decision-making, fuel arts-supportive policies, and identify opportunities for improved resource distribution to all CPS students.

We lead collective efforts across public and private sectors to launch data-driven frameworks that are helping to close the gap to arts education access in CPS schools. Ingenuity serves as the “connective tissue” between Chicago’s arts education stakeholders, including small local arts organizations, large cultural institutions, teaching artists, CPS leadership, and the City of Chicago. Together, we advance systemic change in CPS arts education through data and research, partnerships and learning, systems building, and direct investments in CPS schools.

To learn more about Ingenuity’s work, visit our website: www.ingenuity-inc.org

Position Summary

The Director of Partnerships + Learning is a senior member of the Ingenuity team working toward our mission of ensuring that every Chicago Public Schools (CPS) student, in every grade, in every school, has access to the arts as part of a well-rounded education. The Director of Partnerships + Learning is primarily responsible for owning the “big picture” vision, leadership, and oversight of the Partnerships + Learning (PL) arm of the organization. They contribute to the collective success of the organization and its other primary program areas (Data + Research, Advocacy + Communications, and the Creative Schools Fund), as well as the collective success of the Chicago arts education sector. The Director of Partnerships + Learning reports to the Chief of Staff and oversees the Partnerships + Learning Manager.

The Director is responsible for developing visionary, large-scale arts education learning initiatives, fostering collaborations, and facilitating knowledge sharing and opportunities to ensure that Ingenuity, arts partners, and CPS are working together to solve both immediate and long-term challenges of arts education access, quality, and equity in the nation’s fourth largest public-school district. Relationships and relationship-building are a key component of this role. The Director cultivates and maintains productive, mutually supportive partnerships in and with the Chicago arts and education community, including CPS.

This position offers a dynamic environment with numerous moving parts. The Director will need to thrive in a role that is both intricate and demanding, adeptly managing multiple priorities and projects simultaneously. This is a unique and challenging opportunity for a nimble, strategic, and proactive leader to make a significant impact on the internal and external operations of a vibrant, fast-paced, and nationally recognized arts education organization.

Key Responsibilities

Sector Capacity Building (40%)

- » Oversee and manage the development of strategies and structures to support the continuous growth of arts education for key stakeholders, including arts partners, CPS Arts Liaisons, CPS school leaders, and Creative Schools Fund grantees.
- » Envision and direct the strategic design, coordination, and execution of an annual Partnerships + Learning program plan, ensuring the delivery of essential support and services to key stakeholders.
- » Strategically develop and implement initiatives to support, connect, and align arts partners and CPS. Oversee the planning, presentation, and coordination of Ingenuity's Learning Institutes, Mini-Courses, Summit Series, networking opportunities, annual convenings, Conference, and Ingenuity's Virtual Learning (IVL) platform.
- » Provide strategic leadership and oversight in delivering technical assistance to arts partners and Creative Schools Fund grantees. Guide and support the sector on professional learning topics, best partnership practices, the Arts Partner Standards of Practice (APSP), data utilization, and the effective use of www.artlookmap.com.
- » Lead the strategic development and implementation of sustainable and equitable systems to equip key stakeholders with essential tools for fostering effective school partnerships.
- » Direct the establishment and refinement of the APSP, CPS Procurement and Safety and Security procedures, curriculum, instruction, assessment, and other partnership tools.
- » Provide strategic direction for the sourcing, development, and sharing of learning resources and opportunities.
- » Provide visionary leadership by leveraging knowledge of current arts education trends to anticipate changes, introduce innovative tools and programs, and enhance arts partnerships to strengthen community capacity.
- » Build and nurture relationships with arts partners, school leaders, CPS arts teachers, Arts Liaisons, and the CPS Department of Arts Education. Leverage deep community connections to understand stakeholder needs.
- » Serve as a master relationship-builder, fostering strong partnerships to support the growth and success of arts education initiatives.
- » Work closely with the Partnerships + Learning Manager to support implementation of sector capacity building initiatives.

Strategy, Planning, and Leadership (30%)

- » Craft data-driven strategies to synchronize and harmonize Partnerships + Learning initiatives with Creative Schools Fund operations, timelines, programs, and strategic objectives, thereby enhancing programming efficacy and impact.
- » Develop and maintain strategic partnerships with Chicago Public Schools and the CPS Department of Arts Education to ensure mutual support and productivity.
- » Formulate strategies to support, connect, and align arts partners and CPS, expanding arts learning opportunities.
- » Strategize and develop pivotal arts education initiatives and programs to empower stakeholders in navigating and operating within CPS, ensuring the delivery of high-quality arts programs.

- » Establish methodologies to help schools create arts-rich learning environments through strategic actions such as integrating arts into daily instruction, providing arts-based professional development, and fostering relationships with arts partners.
- » Deliver presentations at local and national conferences, showcasing Ingenuity's impactful work, innovative strategies, and best practices in arts education.
- » Engage stakeholders with dynamic insights, data-driven approaches, and success stories, fostering collaboration, knowledge sharing, and inspiration within the broader educational community.
- » Facilitate collaboration and seamless coordination across the sector to achieve common objectives and aspirations.
- » Foster a culture of unity and synergy, ensuring stakeholders work together effectively towards shared arts education sector goals, amplifying impact and driving meaningful change within the community.
- » Work closely with the Partnerships + Learning Manager and Chief of Staff to drive forward projects through meticulous planning and strategic implementation, galvanizing communities, inspiring collaboration, and yielding transformative outcomes on a broad scale.

Outreach, Collaboration, and Communications (20%)

- » Promote knowledge sharing throughout the sector and seek opportunities to partner with other organizations to facilitate seamless exchange of information.
- » Cultivate and sustain strategic relationships with a network of over 400 community-based arts organizations, ensuring robust support and collaboration in delivering services to Chicago Public Schools.
- » Select and lead a group of 20 city leaders in arts and education who will serve as Ingenuity's ArtsEd Leadership Advisory Committee (ALAC) to inform and advise strategy related to supporting the mission of arts access and equity for every CPS student.
- » Lead and facilitate internal and external meetings, effectively communicating key program strategies and initiatives to stakeholders through presentations and discussions.
- » Develop a comprehensive communications strategy for Partnerships + Learning in collaboration with the Ingenuity Communications team, ensuring effective dissemination of key messages and initiatives.
- » Oversee the maintenance of an annual Partnerships + Learning calendar with key program dates and communication touch points throughout the school year.
- » Ensure schools and their partners may access support that may help them achieve Creative Schools Fund grant goals or overcome program barriers.

Administration (10%)

- » Oversee the strategic development and management of the Partnerships + Learning department and program budget, including expenses, reporting, and invoicing.
- » Lead the collection and analysis of project data, ensuring comprehensive reporting on outcomes to inform strategic decisions.
- » Provide high-level program reports to senior leadership, offering insights and recommendations for continuous improvement.
- » Develop and monitor key performance indicators for the department, tracking progress and reporting outcomes to drive strategic initiatives.

- » Collaborate with the Data + Research team to probe and analyze Partnerships + Learning data, leveraging insights to enhance program impact and effectiveness.

Qualifications

Knowledge, Skills, and Experience

- » Emotional Intelligence: Mature, ambitious, and politically savvy.
- » Project Management: Independent project execution with high attention to detail.
- » Relationship Building: Builds strong rapport with stakeholders, arts community leaders, teachers, school leaders, and arts education organizations. A natural collaborator.
- » Community Initiatives: Proven track record in community-driven projects with systemic impact.
- » Professional Learning: Expertise in designing, implementing, and evaluating large-scale learning programs.
- » Stakeholder Coordination: Skilled in aligning multiple groups toward common objectives.
- » Public School Systems: Familiar with public school systems, preferably Chicago's.
- » Data Utilization: Uses data to monitor and adapt arts education strategies.
- » Leadership Collaboration: Works with leadership to integrate initiatives.
- » Communications: Excellent written and verbal communication skills.
- » Diverse Stakeholder Engagement: Experienced in working with varied groups.
- » Work Ethic: Committed to quality work and personal excellence.
- » Leadership Qualities: Agile, confident leader with strong organizing skills.
- » Lifelong Learning: Balances roles as both a learner and educator.
- » Strategic Thinking: Identifies trends and creates effective strategies.
- » Technical Proficiency: Proficient in Microsoft Office Suite.

Desired Background

- » Deeply connected to Chicago's arts, education, and civic community, leveraging these relationships to advance organizational goals.
- » Demonstrated commitment to anti-racism, diversity, equity, and inclusion, actively promoting these values in all initiatives.
- » Proven experience navigating large bureaucracies and addressing diverse organizational needs with strategic solutions.
- » Extensive experience in large-scale program design and implementation, ensuring impactful and sustainable outcomes.
- » Strong industry network, utilizing connections to foster partnerships and drive initiatives forward.
- » Resilience and adaptability in challenging circumstances, maintaining focus and effectiveness under pressure.
- » Knowledge of education policy, applying this understanding to inform strategic decisions and advocacy efforts.
- » Extensive project management experience, overseeing complex projects from conception to completion with precision and efficiency.

- » Bachelor's degree required; Master's degree in a relevant area preferred. Significant work experience may substitute for the degree(s).

Ingenuity recognizes that there is no such thing as a perfect candidate. Even if you do not meet all the requirements for the position, we encourage you to apply. You might just be the candidate we are looking for!

Reporting Relationships

The Director of Partnerships + Learning reports to the Chief of Staff and has supervisory responsibility for the Manager of Partnerships + Learning.

Leadership

(Please do not contact the organization or its leaders directly)

Ayriole Frost (they/ them) **Manager of Partnerships + Learning**

Ayriole Frost is an active composer, performer and teacher. They co-founded and currently serve as the Executive Director of Shift: Englewood, a youth development program in Chicago. Ayriole is a sought-after workshop leader for creative music projects around the country, including Baltimore Symphony Orchestra's OrchKids. Their focus on social justice led to their addition to North Park University's faculty as part of the certificate in Music for Social Change and Human Values and expanded to teaching music theory at North Park.

Ayriole received their Bachelor of Music in Composition from Ball State University, where they studied viola with Philip Tietze, voice with Yoko Shimazaki-Kilburn, and composition with Jody Nagel and Eleanor Trawick. They studied composition with Reza Vali at Carnegie Mellon University, where they completed their Master of Music in Composition. Ayriole received training in leadership, finance, and curriculum for social change and completed a month-long residency in Venezuela as a Sistema Fellow at New England Conservatory. They are a 2017 3Arts awardee and a 2019 Rauschenberg Residency recipient.

Frost has served as an advisory board member of Ball State University's School of Music, 3Arts artist council, and panel chair of Ingenuity, Inc.'s Partnerships and Professional Learning Collective Impact Panel. They are a member of Sigma Alpha Iota Music Fraternity for Women.

Lupe Jimenez-Pinto (she/her)
Chief of Staff

Lupe Jimenez-Pinto is a mission-driven, solution-oriented strategist, and nonprofit expert with a proven record of creating innovative educational experiences. In her previous role as Senior Director of External Affairs, Lupe returned to her alma mater, Perspectives Charter Schools, where, for a decade, she cultivated an organization-wide passion for social-emotional well-being and advancement. Lupe worked diligently as an adept brand and marketing strategist while crafting thoughtful messaging and communications and was instrumental in the successful planning and execution of fundraising activities and community events. She effectively built relationships with community partners, funders, city leaders, and elected officials to further advance the organization's mission. Lupe is skilled at navigating the political and philanthropic landscapes of the city, never hesitating to leverage her relationships to positively impact Chicago students.

Lupe brings her passion for equity in education, strategic thinking, and a fresh perspective to continue advancing our mission. She will develop and support the organization's strategic priorities, and above all, she will empower and expand the groundbreaking opportunities that we offer to schools and youth across the thriving city of Chicago.

Lupe graduated with a BA in Marketing Communications with an emphasis on Public Relations from Columbia College Chicago in 2006.

Nicole Upton (she/her)
Executive Director

As Executive Director of Ingenuity, Nicole is responsible for driving the strategic and operational progress toward Ingenuity's mission of ensuring every Chicago Public School student has access to a high-quality arts education. Nicole has been with Ingenuity since 2015, first as Director of Partnerships and Professional Learning and then as Managing Director, prior to becoming Executive Director in February 2022.

Nicole joined Ingenuity from the Chicago Public Schools (CPS) Department of Arts Education, where she oversaw projects, programs, and initiatives for CPS students, teachers, principals, and school community stakeholders. Her focus areas included curriculum, instruction and assessment, professional development, partnership, strategic planning for the arts, and the CPS Arts Education Plan. She works with both CPS and Chicago's arts and cultural community to build capacity, strengthen leadership, and create collaboration and knowledge sharing within and among organizations to bolster existing arts programs and reduce arts deserts across CPS.

Prior to working at CPS, Nicole served as the Senior Director of Education at the Auditorium Theatre of Roosevelt University, where she launched ArtsXChange, a collaborative professional development program for classroom teachers, and directed Hands Together, Heart to Art, an arts-based summer camp for children who have experienced the death of a parent. She has also worked as a director, stage manager, and high school theatre teacher.

Nicole holds a BA in Comprehensive Theatre Studies from Northern Illinois University and an MA in Educational Theatre from New York University.

Compensation + Benefits

This is a full-time, salaried position with a salary range of \$80,000-\$90,000.

Ingenuity offers a generous health insurance and benefits package, matching retirement plan contributions, personal days, and paid vacation and sick time.

A competitive benefits package is provided, including:

- » Medical*, dental*, and vision* insurance
- » Life insurance*
- » Short- and long-term disability insurance*
- » Paid vacation time (accrue up to fifteen (15) days in year one)
- » Paid sick time (accrue up to six (6) days in year one)
- » Paid personal time (accrue up to six (6) days in year one)
- » Twelve (12) standard company holidays per calendar year
- » Pre-tax Commuter Expense Reimbursement Plan
- » IRA retirement plan with up to 3% employer match
- » Funds to support professional development related to work
- » Employee Assistance Program

* Medical, dental, vision, life insurance, and short- and long-term disability are provided at no cost to the employee.

Please note that all employment-related pay and benefits provided to Ingenuity employees are subject to all applicable policies, practices, processes, and legal requirements, including changes to them that may occur from time to time.

As a reflection of our firm's commitment to equity and equal pay for all, Cooper Coleman requires that salary ranges or salary starting points be published for every search we conduct. The practice of not posting salaries perpetuates the gender and racial wage gap and discriminates against women, people of color, and other historically excluded populations by causing individuals to negotiate from a disadvantaged starting point.

Location + Travel

Ingenuity's offices are based in Chicago's River North neighborhood. Minimal travel outside of Chicago may be expected occasionally and may include participation in professional conferences.

Ingenuity employees are currently expected to work in the office two days a week (Tuesdays and Wednesdays), with a strong likelihood of adding an additional in-office day TBD. Employees will be given as much notice as possible as expectations change.

EEO + Diversity, Equity + Inclusion

Ingenuity is an equal-opportunity employer. Ingenuity encourages qualified candidates of any gender, race, class, sexual orientation, faith, disability, or age to apply, including ALAANA candidates, transgender and gender non-conforming candidates, as well as candidates from all socio-economic backgrounds. All applicants will be evaluated on a merit basis.

In 2020, Ingenuity partnered with the Morten Group, a Chicago-based consulting firm with expertise in racial equity work. As a result of that partnership, Ingenuity launched our first-ever Equity Action Plan in the fall of 2022. It includes our Diversity, Equity, and Inclusion vision, values, and goals and serves as a tangible roadmap for our equity journey, with metrics and accountability measures. However, we know this work is never "complete." We see our plan as a living document that will serve as our steadfast beacon for monitoring progress, implementation, and continual prioritization of our DEI vision, values, and goals. Read it [here](#).

Background Checks

Before sending your resume for this position, please read it over for accuracy. Cooper Coleman verifies its candidates' employment and academic credentials at the time of offer.

As a current Chicago Public Schools vendor, Ingenuity may be required to submit annual background checks for all employees.

Submission Instructions *(please read carefully)*

[Cooper Coleman](#) is leading this search on behalf of Ingenuity. To apply, please [visit this link](#) (www.coopercoleman.com/current-searches). Inquiries and nominations of qualified candidates can be sent to:

Paul Towne

paul@coopercoleman.com

Kindly use the position title as the subject line of your email. All inquiries will be held in confidence.

A cover letter is not required with your initial application but is welcomed to help us understand your fitness for this role during our initial evaluation. Candidates invited for interviews with the Ingenuity team will be asked to provide a thoughtful letter of interest indicating their specific qualifications for the opportunity, desire to join Ingenuity, and connection to its mission.

Review of applications will begin immediately and continue until the successful candidate has been selected.

Cooper Coleman LLC is committed to providing equal employment opportunities to all qualified candidates and will refer candidates without regard to race, color, religion, national origin, sex, sexual orientation or identity, age, ability, veteran status, or any other legally protected basis.

Follow Ingenuity + Stay Engaged



www.ingenuity-inc.org



[@IngenuityChgo](https://twitter.com/IngenuityChgo)



[@ingenuitychicago](https://www.instagram.com/ingenuitychicago)



www.linkedin.com/company/ingenuity-incorporated/



www.facebook.com/IngenuityChicago/



www.youtube.com/channel/UCuY5an-c-r6nlmfHUvDU0-w

About Cooper Coleman

Cooper Coleman is a full-service recruiting and consulting firm partnering exclusively with nonprofit organizations, foundations, and research and academic institutions to drive meaningful growth. We move organizations *forward* by placing the right leaders in the right roles at the right time, and we help to strengthen management and fundraising capacity to amplify their mission and impact.

Follow us to stay informed of new opportunities.



www.coopercoleman.com



www.linkedin.com/company/coopercoleman