

Job Title: Creative District Assistant (Contract Role)

Position Overview:

The Bricks Creative District is seeking a motivated and creative individual to join our team as an hourly Creative District Assistant. In this role, the individual provides support for the Creative District initiatives and programming, including but not limited to helping to expand and celebrate public art and creative placemaking in downtown Kearney's Creative District and establishing the framework and managing the Art Alleyways capital project. The position requires flexibility for other duties as assigned, as determined by the Bricks Creative District Committee.

Key Responsibilities:

- Assist with planning, coordination, and execution of the Art Alleyways Project and other Creative District initiatives.
- Support outreach, communication efforts, and coordination with artists and property and business owners.
- Assist with event logistics and community engagement activities that promote the arts and culture in downtown Kearney.
- Maintain organization of project materials and provide administrative support to the Creative District Coordinator and Bricks Creative District Committee.
- Demonstrate flexibility by taking on additional tasks as identified and needed.

Qualifications:

- High school diploma or equivalent required.
- Preferred experience in communications, marketing, or community engagement.
- Strong written and verbal communication skills.
- Knowledge of downtown Kearney and its creative and business community is highly desirable.
- Ability to work independently and collaboratively in a dynamic environment.
- Flexible schedule, with a few hours per week based on project needs.

Compensation:

Hourly rate commensurate with experience.

Report to:

Reports to Creative District Coordinator and The Bricks Creative District Steering Committee

How to Apply:

Interested candidates should submit a resume and a brief cover letter outlining their interest and qualifications to bricks@downtownkearney.com.