

# ART THERAPY STUDIO



**The mission of the Art Therapy Studio is to enhance the quality of life for children and adults affected by spinal cord injury, brain trauma, stroke and multiple sclerosis through the therapeutic use of art.**

**BOARD & COMMITTEE OPPORTUNITIES:** The Board of the Art Therapy Studio is actively recruiting enthusiastic professionals to assist with developing tactics, identifying resources, and guiding the implementation of key strategies. Committee opportunities are project based for short term involvement (6 months – 2 years). Expressing interest can also lead to the opportunity to serve on the Board. Volunteering your expertise will enhance our programs and services to meet the needs of our clients while at the same time offer a way to develop and/or strengthen your skills in project management and leadership.

## **PROGRAM COMMITTEE:**

### **Brand Management**

- Develop Brand and market presence resulting in greater name recognition for ATS, its target populations (see mission below), and unique services to the community.
- Marketing/Public Relations experience required, in healthcare industry preferred. Other qualifications include: Leadership skills/ability to motivate a team of volunteers; knowledge of Cleveland/NE Ohio community; entrepreneurial attitude; sales skills and message development experience.

### **Community Contacts**

- Assist in connecting/affiliating with credible leaders related to target populations (see mission below) resulting in strong referral sources.
- Knowledge of local healthcare contacts, understanding of organizational politics and how to best influence decisions, strong delegation skills and outgoing personality required. Knowledge of art therapy or Art Therapy Studio a plus.

### **Program Assessment**

- Evaluate overall program towards treatment goals, client satisfaction, and cost effectiveness.
- Analytical person with clinical experience in research, statistics, quality improvement, and working with computer programs used to measure outcomes.

Please indicate interest by sending your resume to Maura Hughes, Program Committee Chair, at [mhughes@calfee.com](mailto:mhughes@calfee.com)

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12200 Fairhill Road Cleveland, Ohio 44120 (216) 791-9303 [info@arttherapystudio.org](mailto:info@arttherapystudio.org) [www.arttherapystudio.org](http://www.arttherapystudio.org)

## **FINANCE COMMITTEE:**

### **External Reporting**

- Prepare annual nonprofit organization 990 filing;
- Oversee Financial Review Process, including drawing up footnotes and financial statements (this will be the first Financial Review; currently on cash basis).
- CPA required

### **Development/Fundraising**

- Establish a coordinated, comprehensive annual fundraising plan;
- Develop a 3 year strategy to reach \$240,000 in fundraising income, a 60% increase.
- Sales/Marketing or Development experience required; professional with strong business relationships and ability to recruit other professionals with influence to assist with aggressive goal.

### **Income Generating Opportunities (IGO)**

- Identify, evaluate, and implement income generating opportunities, potentially wellness programming or selling a mission related product;
- Develop a 3 year strategy to increase revenues from IGO to 10% of total budget.
- Sales/Marketing, Business Development or Product Development experience required; experience in wellness industry and conducting feasibility studies preferred.

Please indicate interest by sending your resume to Karen Peterson, Executive Director, at [karen@arttherapystudio.org](mailto:karen@arttherapystudio.org)

## **OPERATIONS COMMITTEE:**

### **Program Delivery**

- Provide resources and advice regarding best practices for program services delivery in an anchor location and several satellite locations.
- Experience managing and delivering programs in a clinical or community setting required.

### **Logistics**

- **Public Transportation** - Increase number of clients reached by providing knowledge of paratransit, RTA, Senior Transportation etc. Experience with clinic outpatient transport desired.
- **Mobile Units** - Provide guidance into mobile delivery of services. Experience with Bloodmobile or Bookmobile or similar mobile units required.
- **Facility Management** - Ensure efficient and effective use of facilities. Experience with special needs programming required.
- **Inventory Control** - Increase efficiency of supplies to staff in multiple locations.
- **IT (Information Technology)** - Develop an IT plan to support infrastructure for administrative and program staff. Experience maintaining hardware and small network required; knowledge of growing system to increase off-site staff efficiency desired.

Please indicate interest by sending your resume to Karen Peterson, Executive Director, at [karen@arttherapystudio.org](mailto:karen@arttherapystudio.org)

## **PEOPLE AND POLICIES COMMITTEE:**

### **Staff Compensation Review**

- Project opportunity to update analysis of market salary information and make recommendations for management, clinical and administrative positions (total of 5 jobs);
- Review total compensation and recommend opportunities for enhancement; recommend new ways of recognizing employee contributions.
- Prior Compensation or HR experience is necessary.

### **Board Recruitment**

- Assist in developing and executing sourcing and recruiting efforts for board committee and trustee positions.
- Strong networking skills and ability to match interested individuals with organizational needs will be important.

### **Training and Development**

- Assist in documenting training objectives and processes focused on our target populations (see mission statement) for both staff and board.
- Ideal candidate will have had experience in defining training objectives for all levels of staff and identifying internal and external resources to meet objectives.

### **Leadership Development**

- Develop and deliver leadership development opportunities/training for board and leadership staff.
- Emphasis will be on identifying and developing key competencies to support achievement of mission and continued organizational sustainability and growth.

Please indicate interest by sending your resume to Sandy Opacich, People, Policies, and Processes Committee Chair, at [Sandy.Opacich@mmoh.com](mailto:Sandy.Opacich@mmoh.com)

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