

**The Region of Waterloo Arts Fund seeks to hire a diversity and equity consultant.**

**Who we are**—The mission of the Region of Waterloo Arts Fund, a non-profit corporation that operates independently of the Region, is to “make art happen.” We do that using a peer-review model, providing grants to artists who live and work in the Region of Waterloo. Since its founding in 2002, the Arts Fund has awarded over \$4,000,000 to support more than 800 projects across all arts disciplines. Three cities and four townships make up this unique area of Southern Ontario; to learn more about the Arts Fund and its vital impact on local culture, please visit our [website](#).

**Commitment to serve**—The Arts Fund is managed by a volunteer 14-member board of local artists and arts administrators. Serving as a board director means contributing time, expertise, and goodwill in service of a dynamic and diverse arts sector.

**The issue**—We do not know if our policies and practices, including modes of outreach, are allowing this diverse community to access the fund in an equitable way. Additionally, we are not meeting the financial needs of our artistic community, as signified by the increasing number of applications received compared to the annual allotment of funds we can distribute.

**The work**—We envision this work as a series of consultations with the community, resulting in tangible action items to be determined by the consultant and the board, and that take into consideration Public Health guidelines at the time.

**The outcome**—We would like this work to result in a brief report that identifies tangible action items that the board can implement, as well as suggestions for long-term practices and policies that best support the diverse arts community throughout the entire region.

**Who are we looking for**—We are looking for an applicant with knowledge of anti-oppression and consensus-building practices, experience leading community consultations, and working with non-profit arts organizations. Ideally, this person is an artist, or has experience working with artists and/or arts organizations in the Region of Waterloo. Familiarity with the region’s varied needs and demographics is an asset. Applicants with lived and/or work experience in the IBPOC, Deaf, disabled, and/or 2SLGBTQ+ communities are prioritized.

We are looking for someone who can guide an all-volunteer board in understanding how to move forward, to best serve our artistic community. **We are looking for someone who can guide complex conversations, and translate them into tangible, actionable steps that the Arts Fund can implement in the short- and long-term.**

**Time Frame**—We imagine this process will take on average three months to complete, but will work with the consultant to create a realistic timeline. Our priority is the quality of the work engaged in, so that it results in outcomes that best serve the artists. That said, we expect to have received the report by no later than March 1, 2022.

**Contract Term**—This will be a contract valued at not more than \$5,000 all-inclusive of expenses, with the board offering administrative support. Exact arrangements to be discussed and finalized at the time of the contract.

Please email your CV and brief proposal, up to two pages in length, to Bill Chesney at [wchesney@uwaterloo.ca](mailto:wchesney@uwaterloo.ca), by 11:59 PM on September 24, 2021.