



City of Maple Valley
22017 SE Wax Road, Suite 200, Maple Valley, WA 98038

Job Description

PUBLIC ARTS COMMISSION

DEFINITION:

The Public Arts commission is an advisory body to the City Council for the purpose of providing leadership to foster cultural opportunities and arts education, to improve the quality of life and enhance the aesthetic environment through public art, to promote Maple Valley as a creative center for arts experiences, activities and commissions, and to provide recommendations to the City Council on matters of arts in the Maple Valley Community.

TERMS OF OFFICE:

Voting, Alternate and Member working within Maple Valley shall serve two (2) year terms. The non-voting members from Tahoma High School representative shall serve a term of one (1) year.

TIME REQUIREMENTS:

Attend Public Arts Commission meetings a minimum of six (6) meetings annually (the first Thursday of alternate months).

ESSENTIAL DUTIES:

The following duties of the Public Arts Commission are illustrative only and are not intended to be all-inclusive:

- Study, discuss, evaluate and if necessary or prudent, conduct public meetings or public hearings on matters within the scope of commission activities, for the purpose of gathering and compiling information in order to advise, or make recommendations to the City Council.
- Support collaborations between the Maple Valley Creative Arts Council (MVCAC), business community, service groups, arts organizations, schools, citizens and artists in regards to selection, placement, maintenance and enjoyment of public art.
- Assist the City Council in the acquisition of a public art collection in order to expand the opportunity for residents to experience art in public places and to enhance the City's unique built and natural environments.
- Encourage and if possible, garner donations, grants or other support to further expand artistic and cultural programs and services for the citizens of Maple Valley. Review all proposed donations of public art and submit a recommendation on the proposed donation(s) to the City Council for formal acceptance or rejection.
- Provide local artistic and cultural services to the citizens of Maple Valley by making expertise available to the City and its citizens on the subjects of visual and performing arts and cultural heritage.

- Advise the City Council concerning the receipt of or purchase of works of art to be placed on municipal property.
- Prepare and recommend to the City Council for approval a plan and guidelines to carry out the City's public arts program, which shall include, but not be limited to, a method or methods for the selection of artists or works of art and for placement of works of art that are attached or detached within or about any municipal construction project or other municipally owned, leased or rented property.

ADDITIONAL DUTIES:

- May attend other meetings such as City Council, Special Public Arts Commission or other various boards or committee meetings, as deemed necessary.
- To take such other action(s) as the City Council may direct from time to time.

QUALIFICATIONS:

1. Voting Members. One (1) voting member shall be a representative from the Maple Valley Creative Arts Council (MVCAC) as chosen by the MVCAC governing board. All other voting members shall live in the city limits of Maple Valley.
2. Non-Voting Members. Up to two (2) non-voting members shall be Tahoma High School students and one (1) other non-voting member shall be employed within the city limits of Maple Valley.
3. Alternates. One of the alternates will be designated as the "MVCAC alternate one (1), Alternate two (2), and alternate three (3). Public Arts Commissioner Alternate one (1) shall be the senior alternate and shall be designated as the voting alternate in all instances, except in their absence in which event alternate two (2) or Alternate three (3) shall be the voting alternate

SKILLS AND ABILITIES:

There are no minimum skills and abilities that an applicant must have to be appointed as a Public Arts Commission member, however, the following list has been identified as those skills and abilities that make a quality Public Arts Commission member:

- Attention to detail
- Patience
- Ability to think in abstract terms
- Open mindedness
- Willingness to listen and learn
- Ability to compromise and work within a team framework
- Ability to make decisions based on the best interests of the community, rather than the interests of the applicant or other special-interest group
- Have a true appreciation for all forms of art

SUPERVISION RECEIVED:

The Commission receives direction from, and is responsible to, the City Council, and is supported by the Office of the City Manager and other staff members designated by the City Manager, shall be the staff liaison to the Arts Commission.

WORKING CONDITIONS:

This position primarily conducts business indoors, completing tasks such as reading and reviewing reports, plans, and other documents plus listening to presentations by staff, applicants and the public. This position requires a lengthy attention span.