



ALASKA STATE
COUNCIL ON THE ARTS

Alaska State Council on the Arts: *Munartet Project Development Consultant Contract Available*

Project Start Date: April 1, 2025

Project End date: December 31, 2025

DEADLINE TO RESPOND: March 1, 2025

The Alaska State Council on the Arts (ASCA) has a contractual position available for a *Munartet Project Development Consultant*. The contractor will work flexible hours between April 2025 and December 2025. Compensation is commensurate with experience, includes some travel, and is not to exceed \$30,000 USD for this period of work.

Project Description & Background Information

The Munartet Project supports teaching in and through the arts and cultures in Kodiak. Partners include the Kodiak Island Borough School District, Alutiiq Museum, Kodiak Arts Council, and Kodiak College, with support from the Alaska State Council on the Arts. Its purpose is to increase the number and tenure of confident, competent K-12 generalist and specialist teachers to teach in and through the arts and cultures in Kodiak, Alaska.

Munartet is an Alutiiq word, which means "artists," and this project aspires to bring out the artist within each teacher to teach in and through the arts and cultures in Kodiak. Specific strategies support pre-service (college students seeking teaching certification) and early career professional development in arts discipline-based, arts integration and culturally responsive arts teaching methodologies for a cohort of pre-service and new teachers. The cohort receives support from mentor teachers, administrators, culture bearers, Elders and artists.

The Munartet Project has been supported from a single funder through a 10-year partnership, and the final year of funding in 2025 is focused on project sustainability in Kodiak. The consultant will play an instrumental role alongside the Munartet Project Manager, the Munartet Project Evaluator and occasionally the Munartet Project partners, in helping to develop and apply for future funding beyond 2025.

More information is available at www.munartet.org.

Expected deliverables from this contract include:

1. Funder prospect spreadsheet and grant calendar including, but not limited to, funding source, eligibility criteria, timeline, amount and additional notes as needed to inform potential proposals.
2. Directory / contact sheet and record of communications with funder prospects.
3. Support coordination and collaboration among the Munartet Project team to develop proposal materials.
4. Support for initiating and submitting proposals as appropriate through the contract period.

Required qualifications:

1. Knowledge of Alaskan arts and cultural sector; knowledge of Alaskan education systems; knowledge of non-profit philanthropic and government funding sources.
2. Experience researching and developing funder prospect lists, including timelines for opportunities.
3. Excellent written and spoken communication skills, ability to contact potential funding partners to determine eligibility and suitability of prospective funding partnerships.
4. Specialized knowledge of grant making processes and experience with preparing grant proposals.
5. Some familiarity with grant application systems online; familiarity with resources such as Foundation Directory Online and other grant research tools.
6. Ability to contract with the State of Alaska as a business owner/contractor.

Application

To apply for this opportunity, submit materials to ASCA Arts Education Program Director, Laura Forbes, by email at laura.forbes@alaska.gov. Contact Laura Forbes via this email, or by phone at 907-269-6682, with questions. To respond, applicants must provide a resume, three references including name, relationship, email and phone number information, and letter of interest of no more than two pages in length that addresses the required qualifications in addition to other experience relevant to the scope of work. The deadline for submission of materials is March 1, 2025. Candidates may be requested to interview in early March.