



The Fire House Gallery

A PROGRAM OF FRIENDS OF HISTORIC DOWNTOWN LOUISVILLE

POSITION ANNOUNCEMENT ISSUED SEPTEMBER 1, 2009

- Position Title: Gallery Intern Manager
- Sponsors: The Fire House Gallery and Friends of Historic Downtown Louisville
- Term: Spring 2010 through Spring 2011 (Precise Dates to be Negotiated)
- Position Location: Louisville, Georgia.
- Position Description: The Fire House Gallery is one of Georgia's leading contemporary art galleries and the flagship program of Friends of Historic Downtown Louisville, a frontline force for revitalization in the small rural town of Louisville, Georgia. The Intern Manager executes all of the day-to-day operations of both the Gallery and Friends. (Louisville, Friends, and the Gallery are described more fully below.) Under the supervision of Gallery and Friends executive management, the Intern Manager has an exceptional opportunity to dedicate a year to making an important difference in the life of Louisville and its citizens. The Intern Manager position offers the right candidate a remarkable opportunity for meaningful community service and professional growth.
- The intern manager has primary or supporting responsibility for –
- Coordinating Gallery exhibition planning and installations with participating artists
 - Development and execution of the Gallery's interdisciplinary educational outreach programs
 - Writing, editing, and producing Friends publications, including *The Downtowner*, the Friends monthly e-newsletter, and the Friends and Gallery websites
 - Planning and carrying out Friends community events
 - Assisting in grant-writing and other funding development initiatives
 - Managing Friends and Gallery financial and other business functions.
- Position Eligibility: The Intern Manager position is ideal for the candidate seeking a career of leadership in public service, whether in community development, the arts, education, or other arenas. Because of the extraordinary community responsibilities and professional opportunities that the position offers, the candidate should possess a special combination of personal and professional

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605 Mulberry Street
P.O. Box 587
Louisville, Georgia 30434



FireHouseGallery@aol.com
www.galleryafire.com
478.625.0387

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**Intern Manager Position Description for 2011
September 1, 2009**

attributes, including strong communication and social skills, mature judgment, special sensitivity to issues of small town life, and demonstrated creativity, initiative, and work ethic. Deep interest in visual and language arts is a valuable asset in the position.

The candidate should be a college graduate. Because the position touches on many areas of knowledge and expertise, including community development, fine arts, and business management, Friends will consider candidates in all major fields of study.

Successful paid or volunteer work experience in community development, the arts, or business is desirable.

Preference will be given to qualified candidates who are veterans of U.S. Armed Forces service.

Compensation: The intern manager will be provided with rent-free use of the beautiful, newly restored and fully modernized apartment above the Gallery and a modest monthly stipend for living expenses.

Application Process: The interested candidate should submit a preliminary application including a complete and up-to-date resume together with a cover letter explaining his or her interest in and fitness for the position. The preliminary application should be submitted no later than November 1, 2009, by email to firehousegallery@aol.com. Friends will not consider or respond to applications submitted without a cover letter.

Candidates determined to be qualified for further consideration will be invited to visit Louisville the weekend of December 4-6, 2009, for interviews and to attend the opening reception of "Deep South – The Whimsical Paintings of Peruvian Artist Joan Louis."

Friends will announce the successful candidate no later than December 23, 2009. The newly selected Intern Manager will take up residence in Louisville on an agreed upon date between April 1 and June 1, 2010. He or she will be assisted in transition by the outgoing intern manager during an overlap of up to two months.

About Louisville: Louisville is the county seat of rural Jefferson County, situated in east Central Georgia, by car approximately 45 minutes south of Augusta, 2 hours northwest of Savannah, and 2.5 hours east of Atlanta. Louisville has a population of 2700 – 65 percent African American and 35 percent white, with a very small but growing Hispanic population.

The first designated "Permanent Capital" of the state of Georgia, Louisville served as Georgia's capital from 1795 through 1806. Located near the Ogeechee River in the vicinity of a prehistoric Native American trading center, Louisville has a long history and tradition as a rural cultural center.

In recent decades, the agricultural and industrial forces that formerly drove the Louisville economy have faltered, and as a result no significant growth for the city is projected over the next decade. Nevertheless, the Louisville economy remains stable. Located in an important cotton producing area, Louisville is also

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home to a leading regional bank and hospital, as well as a major manufacturing facility of a Fortune 500 corporation.

Among Louisville's most charming features is its historic downtown, which boasts the Gallery, a movie theater, a thriving bookstore, a growing variety of restaurants, a whimsical antique shop/mall, and locally owned pharmacy and hardware store. The commercial area of the historic downtown is surrounded by a lovely historic residential neighborhood. In all, Louisville has the look and charm of a nearly picture-perfect Southern town. Louisville had produced many notable jurists, educators, and business people. It was the birthplace of Willis Denny, one of Georgia's most famous architects. Louisville buildings designed by Mr. Denny include the stately 100-year-old Jefferson County Courthouse, several commercial buildings, a church education building, and several residences. Eli Whitney resided in Louisville when he completed his work on the design of the cotton gin and mailed the patent application for the design from the Louisville post office.

About Friends:

Friends of Historic Downtown Louisville, Inc. ("Friends") is a professionally managed Georgia nonprofit corporation dedicated to community development, historic preservation, and cultural enrichment in Georgia's first permanent capital, Louisville. Founded in 2005, Friends' chief aim is to ensure that revitalization efforts and growth in Louisville appropriately reflect and honor Louisville's unique historical and cultural heritage. Friends works in coordination with like-minded local organizations such as the Jefferson County Chamber of Commerce, the Jefferson County Historical Society, and the Arts of Guild of Jefferson County in its efforts to achieve its important mission.

Ongoing Friends programs include –

- Development and operation of The Fire House Gallery (www.galleryafire.com) as a cornerstone of cultural revitalization in the newly restored historic Louisville fire station.
- Initiation and management of an historic plaque program celebrating Louisville's rich built history.
- Design and maintenance of the Historic Downtown Louisville website (www.ourlouisville.com), which presents additional information concerning Friends programs.
- Publication of *The Downtowner*, a monthly e-newsletter concerning events and progress in Louisville's historic downtown.
- Sponsorship of events designed to celebrate Louisville's historic and cultural heritage and to attract visitors to historic downtown Louisville.

Looking to the future, Friends is engaged in important strategic planning efforts in cooperation with the City of Louisville, the Jefferson County Chamber of Commerce, the Arts Guild, and the Historical Society, to spur revitalization consistent with Louisville's cultural heritage. These efforts include cultivation of partnerships with academic and arts-oriented organizations and institutions with

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the aim of attracting academics, artists, and other professionals to visit, settle, and retire in Louisville.

About the Gallery:

The Fire House Gallery opened to the public in April 2005 during the Arts Guild's Annual Spring Exhibit. Since its opening, the Gallery has hosted more than 30 professional exhibits and has become one of Georgia's leading exhibitors of established and emerging artists working in the South and across rural America. Friends' goal in establishing and operating the Gallery is to create a cornerstone of cultural revitalization in historic downtown Louisville and in doing so to bolster revitalization efforts of other organizations and businesses.

Friends is dedicated to making the Gallery a premier venue for rural and Southern art. Exhibitions in the Gallery change approximately monthly and feature a mix of talented and well-known artists working in a variety of media. Friends actively publicizes its exhibitions throughout Louisville, Jefferson County, and the Central Savannah River Area. As a part of this effort, Friends is working hard to establish active and cooperative relationships with the arts faculties of CSRA colleges and universities and with other public and private galleries in the region.

The Gallery kicks off each of its exhibitions with a public reception. These events are spirited and well attended, and each is followed by an elegant dinner party in honor of the artist. The Gallery is working to establish other public events and activities to draw visitors to the Gallery and to downtown. The Gallery is open to the public Wednesday through Saturday from noon to 6 pm, on Sunday from 1 pm to 5 pm, and occasionally at other times in connection with opening receptions and other Friends or Gallery events. The Gallery is closed throughout the month of August and for two weeks for Christmas and New Years.

Educational outreach is a fundamental facet of the Gallery's mission. The Gallery supports public education in Jefferson County through numerous efforts including –

- Hosting the "Gallery Days" program, which brings elementary students and gifted students of all grades into the Gallery for each show
- Sponsoring "The Art of Thinking," an after school program for selected fourth graders designed to teach critical thinking through exercises in observation and self-expression
- Ensuring that professional artists exhibiting in the Gallery provide a presentation to the Advance Placement art class at Jefferson County High School
- Hosting a spring exhibit of the JCHS Advance Placement class art work
- Funding a scholarship enabling a JCHS graduating senior to attend Augusta State University as a visual arts major.

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As a program of Friends, the Gallery is operated on a non-profit basis. Like Friends itself, the Gallery is principally funded through grants and private donations.

The Gallery is located on Mulberry Street in the heart of Louisville's historic downtown in an 1890 building that served, from 1937 until 1977 as the Louisville city offices, jail, and fire station and that, until it reopened in April 2005, had stood vacant for nearly 30 years. Comprising approximately 1400 square feet, the Gallery occupies the old fire station and jail on the first floor of the building and features 12-foot ceilings, multiple-windowed garage bay doors, and other natural lighting. The former city offices on the second floor have been converted into two stylish, modern, one-bedroom apartments. One of these apartments serves as the intern manager's residence at no charge; the other is reserved for use by Friends officers and directors and visitors to Louisville participating in Friends activities.

Friends of Historic Downtown Louisville, Inc. is committed to nondiscriminatory hiring practices and will not discriminate on the basis of age, race, gender, religion, nationality, or sexual orientation.

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