

Bethany Whitehead

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651-235-3295

OWNER & CONSULTANT

ARTICHOKE CONSULTING LLC

2020- Present

Current Work:

- Grantwriting for arts organization using theater for connection and community change around Memory Loss.
- Grantwriting for out-of-school educational program that seeks to close the achievement gap.
- Marketing for a visual artist, including writing newsletters and social media.
- Redevelopment of a WordPress website for an individual.
- Website management, social media, and communications work for a nonprofit.

PROGRAM & COMMUNICATIONS DIRECTOR

METROPOLITAN REGIONAL ARTS COUNCIL

2016- 2020

- Manage six different grant programs. Implement work flows to ensure that all applications are reviewed properly and \$1,000,000 in grant funds are distributed accurately and responsibly.
- Plan and implement the arts management training program to help individuals build strong arts organizations, encompassing more than 70 training opportunities annually. Utilize Foundant database, built upon a Salesforce platform, to manage grant applications, constituents, and final reports. Clean data and run reports regularly.
- Engage in Racial Equity work for the organization and serve as a leader for constituents doing this work.

EXECUTIVE DIRECTOR

BANFILL-LOCKE CENTER FOR THE ARTS

2013- 2016

- Maintain strategic and artistic vision for the community art center, working closely with 15 member Board of Directors, Anoka County Staff, Elected Officials, and Community Partners Manage financial oversight, including budgeting and reporting. Organizational budget increased twofold during tenure. Submitted successful grant proposals to increase the programming support.
- Built a CiviCRM database to track donors, members, volunteers, and program participants. Manage donor relationships and communication efforts.
- Curate visual art exhibitions working with individual artists and arts groups in presenting high quality presentations and catering to the needs of artists. Manage all the details for eleven main gallery exhibitions, four Anoka County Library, and three Wargo Nature Center exhibitions annually.
- Communicate the organizational mission to internal and external stakeholders, including via print and online materials, speaking engagements, media appearances, and community networking events.
- Coordinate the details for annual events, including a large scale art festival, quarterly family events, exhibition openings and related programming, artist seminars, and the annual membership meeting.

MEMBERSHIP MANAGER
THE PLAYWRIGHTS' CENTER
2011-2013

- Manage relationships with 1200 playwright members, including responding by phone and email to all inquiries with current and potential members.
- Wrote and managed grants for programming and completed final reporting Coordinate renewal process and new member acquisition.
- Increased membership 10% over 12 months, and sustained continuous growth. Develop, implement and evaluate educational offerings, including classes and online resources.
- Create and produce marketing and advertising materials and strategically disseminate this information to potential members.

MEMBERSHIP DIRECTOR
WALKER ART CENTER
2005-2011

- Coordinate all aspects of the basic level membership program.
- Manage the Raiser's Edge database for the department, including data input and reporting needs.
- Plan and implement After Hours exhibition opening parties for up to 2300 guests and the monthly event *A Think and a Drink: Member Fridays*.
- Write all membership text for publications, e-mails, and website.
- Responsibility for all aspects of the membership budget (varied from \$400,000 to \$750,000).
- Write family foundation grants for general operating support.
- Created a special events volunteer program, which now has 400 registered volunteers, and supervise the 25 volunteers who work as museum Information Guides.

ADDITIONAL WORK EXPERIENCE

Como Zoo and Conservatory Society, Development Assistant 2003-2005
Metropolitan Airports Commission, Tour Coordinator 2000-2003

VOLUNTEERISM & COMMUNITY ENGAGEMENT

Airport Foundation MSP Volunteer 2010-Present
FilmNorth Board of Directors; currently serving as President 2017-Present
Metropolitan Regional Arts Council Grant Panelist 2009, 2011, 2013, 2015, 2016
Minnesota History Day Judge 2002-2017
Minnesota State Arts Board Arts Learning Grant Panelist 2014, 2016
Rain Taxi Literary Review of Books Board Member 2013- 2014
Ramsey County Election Judge 2012-Present
St. Mary's University Arts and Culture Management Master's Program Capstone Assessor 2010-2017;
Instructor 'Cultural Workplace Dynamics' 2018
Walker Art Center Tour Guide 2007-2014
Women's Art Resources of MN (WARM) Board President 2007-2013

EDUCATION

Kalamazoo College, BA in International Studies, 1998
Saint Mary's University, MA in Arts Administration, 2006