

christophermichaelsullivan

Title: Business Director

Department: Business

Position Description:

The primary responsibility of a christophermichaelsullivan partner is to facilitate the development, execution, promotion, and distribution of the firm's art.

The Business Director's specific responsibility is to advance the firm's financial standing. The Business Director will oversee the firm's budget, generate new revenue sources, capitalize on existing revenue sources, and be a key figure in business-to-business relations.

Development Duties:

- Develop and implement an annual revenue generation strategy.
- Develop and implement an annual exposure strategy.
- Research and identify appropriate granting opportunities.
- Research and identify non-traditional revenue sources.
- Lead firm in business-to-business relations and negotiate all financial deals.
- Serve as finance manager.
- Expand the firm's consumer base.
- Serve as project manager for marketing and advertising campaigns.

Project Duties:

- Assist team by contributing ideas for creation of artwork as needed.
- Provide input on profit strategies for projects during project development.
- Coordinate public appearances and events.
- Assist Art Director with coordinating project shows at museums, galleries, and other venues.
- Assist team with installations, performances, lectures, and other activities as needed.

Administrative Duties:

- Assist team with strategic planning for the future of the organization.
- Assist with cost and financing sections of project proposals.
- Ensure that accurate filing and record keeping are being maintained.
- Supervise budget.
- Cultivate and nurture professional contacts.

Qualifications:

- Minimum of a bachelor's degree in Business Administration, Accounting, Marketing, Arts Management, or relevant field.
- An entrepreneurial spirit.
- A strong interest in and appreciation of fine art. Detailed knowledge of art is not required, but detailed understanding of the christophermichaelsullivan art firm is.