



SANTA FE INDIAN MARKET

SOUTHWESTERN ASSOCIATION FOR INDIAN ARTS

Zone Leader for Santa Fe Indian Market 2023

Job Description

TITLE:	Zone Leader
EMPLOYMENT TYPE:	Temporary, Hourly
REPORTS TO:	Logistics Coordinator
LOCATION:	Santa Fe, New Mexico
WORKING HOURS:	August 11th and August 14th – 21st, 2023
COMPENSATION:	\$17-19/hr DOE

About SWAIA

The Southwestern Association for Indian Arts (SWAIA) is a non-profit organization dedicated to bringing Native arts to the world by inspiring artistic excellence, fostering education, and creating meaningful partnerships. With a rich history spanning over 100 years, SWAIA has played a pivotal role in fostering artistic careers and providing opportunities for Native American artists to showcase their work on a global stage.

SWAIA hosts the prestigious Santa Fe Indian Market, one of the largest and most prestigious Native American art events in the world, attracting thousands of visitors and collectors each year. Joining the SWAIA team means becoming part of a passionate community committed to empowering Native American artists and celebrating their diverse talents.

About the Role

We are seeking dedicated and responsible individuals to join our team as Zone Leaders for the Santa Fe Indian Market. As a Zone Leader, you will play a crucial role in ensuring the smooth operation of the event by overseeing a specific area or zone, managing vendors, and coordinating with event staff and volunteers.

This is a temporary position that will require your availability for an in-person training session on August 11th and during the week of Indian Market from the 14th to the 21st of August.

Responsibilities

- Oversee a designated area or zone of the Santa Fe Indian Market.
- Ensure vendors are set up properly and in accordance with event guidelines.
- Manage any issues that may arise within your assigned zone.
- Coordinate with other event staff members to address logistical needs and challenges.
- Collaborate with volunteers in your area, providing guidance and support as needed.
- Maintain open and effective communication channels with vendors, attendees, SWAIA staff and volunteers.

Requirements

- Availability for the entire duration of the Santa Fe Indian Market (August 11th and August 14th to the 21st).
- Flexibility to work for extended periods of time.
- Must be reliable and punctual.
- Excellent organizational and leadership skills.
- Ability to work under pressure and make quick decisions.
- Strong interpersonal and communication skills.
- Prior experience in event management or similar roles is preferred but not required.
- Knowledge of Native American arts and culture is a plus.

How to Apply

If you are interested in becoming a Zone Leader for the Santa Fe Indian Market, please fill out the application found here: <https://forms.office.com/r/kTQhb2dEHg>

We appreciate all applications, but only those selected for an interview will be contacted.

Note: The Santa Fe Indian Market is committed to creating an inclusive and diverse environment. We encourage individuals from all backgrounds and communities to apply for this position.