



Position of Executive Director, SAM

Description:

The Steamboat Art Museum seeks a dynamic and visionary leader to guide the continuing development of the museum. The successful candidate will be a creative leader with outstanding strategic thinking and communication skills displaying intellectual curiosity, imagination, political savvy and an enterprising spirit.

The position is supervised by the Board of Directors for all aspects including management of ongoing maintenance and security of the property. S/he will be chief strategist, fundraiser and spokesperson for the implementation of the vision of the Steamboat Art Museum. This is a challenging and rewarding full time opportunity to spearhead the success of a developing organization.

Primary Responsibilities:

- **Fundraising:** Demonstrate a proven track record in fundraising and financial development as well as planning and beginning a capital and endowment campaign.
- **Financial responsibility:** Implementation and maintenance of sound financial practices and discipline.
- **Board Development:** Assist in board development through recruitment and training in the areas of fund raising and community leadership.
- **Organizational Development:** Maintain progress toward the achievement of the goals in the long range plan.
- **Community and Public Relations:** Represent SAM and its mission to other organizations, government agencies and the public and establish sound working relationships and cooperative arrangements with other entities as appropriate.
- **Oversee day to day operation of the facility including the volunteer staff.**

Skills:

- Ability to create, manage and implement a development campaign; effective fundraising skills with demonstrated success.
- Proven fundraising, management, financial and administrative abilities.
- Strong presentation and communication skills including the ability to inspire enthusiasm and support through writing and speaking.
- Dynamic, energetic and passionate leadership with the ability to work with the board, various stakeholders and the public.
- Ability to focus on setting realistic priorities.
- Desire and ability to promote SAM to a wide range of audiences.
- Strong computer skills including financial management and desk top publishing programs.
- Bachelors degree required.
- Experience and familiarity with art museums and non profits preferred.

SAM is an equal opportunity employer. Apply by emailing resume and cover letter to:
samsearch1@gmail.com