



**TUCSON MUSEUM OF ART AND HISTORIC BLOCK
JOB DESCRIPTION
JON AND LINDA ENDER DIRECTOR AND CHIEF EXECUTIVE OFFICER
EOE**

REPORTS TO: Board of Trustees

SALARY RANGE: \$140,000 - \$180,000 plus benefits

Job Description and Distinguishing Skills and Experience:

The Tucson Museum of Art seeks a visionary leader to direct the institution as it moves into its second century. The Director/ Chief Executive Officer shall be an experienced, collaborative leader who can guide the TMA to achieve its vision of becoming a leading Museum that looks to the future and preserves its past.

The Director / CEO shall have demonstrated experience in achieving an organizational transformation by working with staff to maximize operational and financial resources to ensure long term growth and sustainability. The Director / CEO shall be a connector and collaborator with experience in expanding and increasing engagement and investment across diverse constituencies including the Board, staff, donors, members, community/business leaders, arts and cultural institutions and others critical to the future of the Museum.

The Director / CEO shall be an accomplished museum professional with experience in leading and managing an experienced staff to achieve its goals. The dynamic leader shall have a deep interest in the visual arts and a commitment to the vital role the arts play in the economic development of Tucson and the Southwest.

Leadership

- Promote the Mission and Vision of the Museum in a manner that prioritizes financial sustainability, operational excellence, and staff collaboration.
- Be proactive, decisive, and timely in addressing day-to-day and long-term needs, opportunities, and challenges affecting Museum Operations.
- Provide diligent oversight of the Museum's financial resources and operations to facilitate the implementation of sound fiscal policy and adherence to the Board-approved budget.
- Provide inspirational, collaborative, and effective management of staff.

Fundraising

- Build TMA's fiscal sustainability by assuming the leadership role in identifying and nurturing funding sources through multiple streams: membership; gifts and grants; fundraising events and special campaigns; business, foundation and government grants; and earned income via admissions, programs, travel, rentals, retail, etc.
- Inspire collaboration and commitment among staff members to nurture their professional relationships with stakeholders to increase exhibition sponsorships, promote memberships, increase donation of artwork, build the endowment through planned giving, attend events, and otherwise be involved with the Museum.
- Enjoy actively engaging with and energizing Board members, TMA members, affinity groups, funders, donors, and other stakeholders to increase and sustain support.
- Identify potential additional funding sources with special emphasis on creating new local business/organization partnerships and actively support the implementation of creative strategies for increased endowment funding and revenue augmentation.



Artistic and Programmatic Leadership

- Collaborate with staff to set the artistic vision for the Museum, support the development of compelling exhibitions, provide inspirational educational and community programming, and professionally manage the Museum's collections.
- Stay abreast of the latest developments in museum and nonprofit management by participating in relevant associations and educational activities and by maintaining contact with leaders of peer museums and nonprofit organizations.
- Network within the art and museum world to foster collaboration on exhibitions that are meaningful to TMA's diverse audiences. Encourage staff to network with other museums in their areas of expertise.
- Act as a steward and advocate for TMA's Historic Block consisting of five significant properties that chart Tucson's architectural evolution.

Community and Audience Engagement

- Promote the Museum's goals and objectives by serving as its chief spokesperson.
- Enjoy being highly visible in the community and effectively represent and seek to enhance the Museum's reputation and image in all venues.
- Serve as strong voice in the local, regional, and national arts, cultural, and museum communities.
- Stay informed and provide key information and perspective to the Board of Trustees on community needs, attitudes, developments and concerns affecting the Museum.

Management and Museum Operations

- Be responsible for the successful and timely implementation of TMA's 2024-2027 Strategic Plan.
- Create a positive working environment, cultivate a culture of teamwork, mutual support and respect among staff. Support the implementation of policies and procedures that encourage ongoing professional development.
- Work closely with the COO/CFO administering board-approved policies, maximizing and enhancing the resources of the Museum, managing its operations, and providing leadership for the Museum's growth and development.

Minimum Requirements/Knowledge/Skills

- Graduation from an accredited four-year college or university, preferably supplemented by graduate-level study or a graduate degree in Museum Studies, Art History, Anthropology, or Arts Management.
- 5+ years relevant experience in senior arts administration.
- A leader who will reach inward to the staff and membership, and out to the community in all its diversity, and who is not only comfortable in this role but enjoys doing it.
- A compelling and polished communicator, both in speaking and in writing.
- A relationship builder who values and can work closely with staff, board, donors, volunteers, government officials, and others critical to the future of the Museum.
- Knowledgeable in professional collections management standards, policies, legal and ethical practices, and the care, handling, and preservation of art museum collections.
- A persuasive, dynamic, energetic individual with a deep interest in the visual arts and a commitment to the evolving role of art museums today.

Application Materials:

- Cover letter and Resume or curriculum vitae

Send Application Materials to jobs@tucsonmuseumofart.org