

Position Announcement Chippewa Valley Museum Director

Position Overview

The AAM-accredited Chippewa Valley Museum (CVM) seeks an energetic, experienced museum professional to serve as Director. The CVM Director has overall leadership responsibility for planning, operations, personnel, financial management and fundraising, program development, marketing, and community relations, subject to Board oversight. Employment is “at will.”

About the Chippewa Valley Museum

- AAM-Accredited regional history museum
- Private not-for-profit corporation with 501(c)(3) status and a governing board of 15
- Open year-round with approximately 22,000 visitors annually
- Public program: exhibits, school services, programs and classes for all ages, special events, publications, digital programming
- Principal website: <http://www.cvmuseum.com/>. Also: ChippePedia, an on-line encyclopedia <http://www.chippepedia.org/>.
- FY14 Budget: \$852,299
- 11 full-time equivalent employees, supported by 203 volunteers who recorded 9,966 hours in FY13
- 33,000 square feet of facilities including 13,000 square feet of galleries, 6,860 square feet of artifact storage, and a library/archive
 - In 2014, CVM is completing an \$800,000 gallery renovation including a new major exhibit, *Changing Currents*
- 21,000+ three-dimensional artifacts in the Permanent Collection
- 38,000+ photographs and other documents in Glen Curtis Smoot Library and Archives
- 3 historic buildings
- \$935,672 investment/endowment funds held in the CVM Foundation

CVM is located in a large city park in **Eau Claire, Wisconsin**. Founded as a sawmill town in the mid-19th century, Eau Claire today has a population of 67,500. For more general community information, start with Visit Eau Claire at www.visiteauclaire.com and the Eau Claire Area Chamber of Commerce at www.eauclairechamber.org.

Requirements

- Bachelor’s Degree from an accredited four-year college or university in history, American studies, historical administration, museum studies or related field. Preferred: Advanced degree in one of these fields. Nonprofit management training or experience a plus.
- Minimum of seven years of progressively responsible leadership experience in a museum or comparable non-profit cultural organization. Preferred: At least three years at a senior managerial level.
- Knowledge of standards and best practices for professional museums and nonprofits.
- Interest in, and experience researching, local and regional history.
- Commitment to visitor-centered programs and community engagement
- Commitment to quality
- Proven leadership working for a nonprofit museum in an executive or fundraising capacity
- Ability to provide strong leadership, vision and strategic direction
- Demonstrated successful fundraising and grant writing experience.
- Excellent verbal, interpersonal, organizational, and written communications skills
- Knowledge of technology use in museums
- Proficient with standard computer software and electronic communication and capacity for learning new software

Schedule

Begin as soon as possible. Fulltime. Some weekends and evenings. Occasional overnight travel.

Compensation

\$4,373—\$4,693 per month. Actual rate depends on preparation, experience and achievement. After a waiting period, position is eligible for available benefits. These currently include health insurance and paid leave as described in the Personnel Policy.

How to Apply

Send cover letter and resume electronically in PDF format to searchcommittee@cvmuseum.com with your name in the subject line. Review of applications will begin 9/2/14 and continue until position is filled. We will invite a selection of qualified individuals to participate in the interview process, which may involve several interviews. Candidates will be notified of their status by letter at the end of the search. Finalists will be subject to a background check. An equal opportunity employer.