

ORGANIZATION: The Fabric Workshop and Museum
POSITION: Executive Director
LOCATION: Philadelphia, PA
WEBSITE: www.fabricworkshopandmuseum.org
TO APPLY: Please send resume and cover letter to FWMED@pbrsearch.com.

BACKGROUND

Founded in 1977, The Fabric Workshop and Museum (FWM) encourages international artists at all stages of their careers to experiment with new materials and new media in a veritable living laboratory working with studio staff, educators, and apprentices. Through its renowned Artist-in-Residence (AIR) Program, working with nationally and internationally known [contemporary artists](#), FWM's collaborative process continues to build a permanent collection of some 5,000 works of art and an archive of diverse materials that preserve and document the course of artistic production from inspiration to realization. The collections trace many major movements in the field since 1977 and include significant works by artists such as Louise Bourgeois, Felix Gonzalez-Torres, Ann Hamilton, Reverend Howard Finster, Anish Kapoor, Robert Kushner, Glenn Ligon, Robert Morris, Robert Venturi and Denise Scott Brown, and Carrie Mae Weems. An ambitious program of exhibitions and publications, a dynamic website, and wide-ranging educational programming enhance FWM's commitment to conveying a story of contemporary art that highlights process with finished works of art of interest to a broad national and international audience.

Following the death of its founder, Marion "Kippy" Boulton Stroud, in 2015, FWM hired veteran museum director Susan Talbott to lead the organization. Managing a budget of \$4M and leading a team of 31, Talbott has made progress transitioning from a founder-led and -supported organization to a more independent, financially viable organization that can remain true to its mission and artistic vision. With the announcement of Talbott's retirement in the fall, FWM seeks an experienced and visionary executive director to continue her work and lead the organization into a vibrant, dynamic, and sustainable future.

POSITION

The executive director will serve as the primary face and voice of FWM and work with the board, staff, and other stakeholders to set the vision for its future. S/he will cultivate partnerships and funder relationships with business and nonprofit leaders, as well as provide leadership and management to staff, ensuring active collaboration to serve the overarching mission of FWM – and that its programs, exhibitions, and other activities leverage and amplify one another. In addition, s/he will bring rigorous business and operational discipline to the organization, ensuring that FWM continues to build its financial health and sustainability. Finally, the executive director will be a creative force aware of best practices and innovations in the field of contemporary arts organizations and will draw on that knowledge to ensure that FWM remains a forward-thinking and -acting organization.

RESPONSIBILITIES

Strategic Leadership

- Work with the board and staff to build on FWM's current strategic plan, with a focus on several key goals: refine FWM's artistic and educational vision and mission in a way that honors the legacy of FWM's founder while also reinventing itself for a vibrant future; continue to create and grow sources of contributed and earned income in order to build the long-term financial sustainability of the organization; lead, manage, mentor, inspire, and retain high-quality staff; and oversee the implementation of best practices across the organization.
- Effectively communicate the goals of the strategic plan both internally and externally so that all stakeholders understand their role and responsibility in making the plan a reality.
- Become a valued and visible member of the contemporary art communities locally, regionally, nationally, and globally, with the ability to engage with people from a wide array of backgrounds, disciplines, and interest levels.
- Working closely with the board chair, attract and retain board members who will actively assist FWM in achieving its strategic, programmatic, and financial goals over the next three to five years.

- Engage with and mobilize those who care about FWM, including funders, partners, artists, committee and community members, and board members.
- In collaboration with the board and the senior leadership team, ensure the fiscal and operational health of the organization and the proper functioning of the facility.
- Lead and manage the staff so they are inspired to do exceptional work; be a positive and accessible presence.
- Set high standards for professionalism, work product, and collegiality, and hold people responsible for maintaining them; and support staff in their careers, ensuring people have opportunities for professional development that enhance their growth and their work.

Fundraising and Sustainability

- Working closely with the board and staff, raise general operating and restricted support from individuals, foundations, corporations, and government sources.
- Strategize ways to grow development capacity and diversify funding sources.
- Effectively manage, develop, and grow the board, with an eye towards strengthening financial support and the organization's sustainability and visibility.

Operations

- Evaluate current processes, procedures, and systems, and institute new ones as necessary to ensure FWM is maximizing its business efficiency and delivering an excellent artist, student, and visitor experience.
- Continue to codify organizational policies and procedures, with the goal of increasing clarity, efficiency, and fairness across the organization.

Communications

- Bolster communications across the organization so departments are sharing information and cross-collaborating in productive ways.
- Communicate in an effective and timely manner so that staff understand board and executive decisions and can adjust their work accordingly.
- Ensure staff members understand how their specific roles contribute to the overarching mission and purpose of the organization.

QUALIFICATIONS

The ideal candidate will be a seasoned, strategic, emotionally intelligent leader with a passion for artists and artmaking and the ability to imagine FWM's promising future as a post-founder organization. Specifically, the executive director will have:

- At least ten years of executive management experience, with a track record of motivating results-oriented teams.
- Solid fundraising experience with the ability to cultivate relationships and to close contributions from all revenue sources.
- Deep engagement in and connections to the contemporary art world, with the ability to leverage relationships with artists, donors, and other leaders in the art world for FWM's benefit.
- The ability to be a strategic visionary and a great leader for artistic and administrative staff, the board, and the community.
- Emotional intelligence, a winning personality, and the desire to engage with people from various disciplines and backgrounds.
- Excellent management and interpersonal skills and experience leading staff in ways that emphasize teamwork and growth.
- Strong written and verbal communication skills and a persuasive and passionate communication style.
- A comfort with complexity and the ability to drive multidisciplinary projects forward.
- Track record of working with a board of trustees, with the ability to expand existing and develop new board member relationships.
- Passion for artists and artmaking.
- A bachelor's degree, with an advanced degree in a related field preferred.